

VIVIANNA CHAISHA TONI



 0858-8168-4741

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 Yos Sudarso St 86 Bekasi - West Java, Indonesia

OBJECTIVE

Creative individual and strong communication skills. Manage to understand every instruction from group work and can lead the group to be able to finish the task. I'm looking forward for new challenge where I can apply my knowledge and improve skills.

SKILLS

SOFT SKILLS

- Problem-Solving
- Strong Communication
- Time-Management

HARD SKILLS

- Microsoft Windows and Office Tools
- Accounting Software

EXPERIENCE

INSURANCE AGENT

Prudential

2018 - 2020

- Educate client about insurance
- Help client to claim or reimburse their medical bills
- Give information about their insurance policies
- Attend every class to improve client service
- Help client to terminate their policies with legal procedure

EDUCATION

SENIOR HIGH SCHOOL

Don Bosco III

2015 - 2018

BACHELOR OF ECONOMY

Tarumanagara University

August 2018 - May 2022

QUALIFICATION

- Completed IELTS Test
- Completed Accurate Certification
- Part of Accurate Team in Collage to help other with their test