

CURRICULUM VITAE



RICHA RACHMA MUTIARA

I am bachelor degree of arts. Now I am a translator. I am a detail oriented, creative, high passionate, and curious to try something new to get a lot of experiences.

EDUCATION

Universitas Brawijaya	SMAN 62 JAKARTA TIMUR	KARTIKA X-18 KINDERGARTEN SCHOOL
English Language and literature—Linguistics	2007—2010	1997—1998
2010—2015	SLTPN 150 JAKARTA TIMUR	
	2004—2007	
	SDN 07 KRAMAT JATI	
	1998—2004	

PRACTICAL SKILL

- Highly adaptive to try something new.
- Be able to implement new ideas.
- Discipline and on time to finish something.
- Fluent in English

TECHNICAL SKILL

Highly skill to operate Microsoft office (word, excel, power point, and publisher)

CERTIFICATE TRAINING

- One Star Scuba Diver (CMAS) (2015)
- Basic Legal Translation Training (LBI UI) (2015)

WORK EXPERIENCE

Pragma Translation (2017-now)	International Symposium Peatland Restoration Agency (2016)	Documentation
As a founder and a professional translator and interpreter.	As a social media translation	PT. ANGKASA PURA II (June—July 2013)
Surveyor of Citizen Level Satisfaction Research on RSPi (2016)	Corita Temun Tangan (Weaving For Life, 2016)	International Airport—I Gusti Ngurah Rai, Bali
As a surveyor to collect the data	As a Volunteer	As a Customer Service Officer and Service Management System
	Social Media content and	As a Translator and Interpreter.

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*References and portfolio are

available upon request