

# RESUME



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## EDUCATION

2012-2016 Bachelor of English Literature - Universitas Negeri Jakarta  
GPA 3.23/4.00

## WORKING EXPERIENCES

Oct 2015-Sept 2016 English-Private Teacher at East Jakarta Area

- Teaching Grammar, explaining the sub-topic in grammar.
- Making question, directing how to resolve the question, reviewing the question and answer.
- Giving exercise and assisting student's homework.

Jan 2015-Mar 2016 Translator at English Department of UNJ

- Translating text of Client's softcopy document from English to Indonesia or otherwise, typing manually or using translating tools e.g. online dictionary, bing translator, google translate.
- Reading thoroughly the text and editing the grammar, choice of words.

Dec 2015 Tour guide and Translator Intern at National Museum of Indonesia

- Memorizing the museum objects, guiding and explaining about the museum objects to visitors (Foreigners & Domestic).
- Translating museum's documents from Indonesian to English.
- Taking part in museum's events such as meeting and visitation.

Oct 2016-Present: Subtitle Editor at CV. Fresto Post

- Edit texts for various TV channels, including NGC, HBO, IFLIX and Cinema World.
- Correcting the translation, including the error, and choice of words.
- Time coding.
- The editing process must be based on those TV Channels' rules (Length of characters/line, and other technical rules).

## **SKILLS**

- Language: English (Spoken & Written)
- Translating English to Indonesian and Otherwise
- Microsoft Office
- Social Media (twitter, facebook, instagram)