



FERONICA SHINTARIA PERMATASARI

A cheerful woman who loves challenges, always willing to learn and a do-er. I am solution oriented and respect the process.

September 25th, 1992
Billymoon, Blok L6 No. 8
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EMAIL:
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LANGUAGES

Indonesia ○○○○○
English ○○○○

HOBBIES

Jogging
Travelling
Cooking

EDUCATION

SMK N 2 Kota Sukabumi, Software Engineering
2017 – 2010

Poltekkes Yapkesbi Sukabumi, Midwifery Diploma
2010 - 2013

WORK EXPERIENCE

Private Clinic, Midwife
October 2013 – April 2014
Giving prenatal, natal and post natal care and treatments.

RSUD Syamsudin, SH. Sukabumi, Midwife
April 2014 – February 2017
I was assigned in verloskamer, Gynecology ward, Obgyn Emergency room.

Bank Bukopin Denpasar, Merchant Service
April 2017 – June 2017
Assist the merchant to operate EDC machine.
Organizing documents
Keeping the communicate with the merchants

PT. Kibarer Property Bali, Staff
September 2017 – December 2017
Finding agents to work with
Creating itinerary

PT. Shanti Travel, Personal Assistant
January 2018 – April 2018
Schedule meetings and manage the calendars
Maintainance the office supply
Organizing legal documents and general admin
Creating employment agreement, organizing visa status for the employees
Creating company rules
Help to do part as a Human Resource Department.
I had private course about employment agreement and company rules based on UUD No. 13 Tahun 2001 Tentang Ketenagakerjaan

PT. Siloam International Hospital Denpasar, Midwife
April 2018 – December 2019
Assist the obstetrician during labour process
Giving post natal treatments.
Giving new born baby treatment.

Yayasan Jembatan Penghubung Indonesia, Chairwoman
December 2019 – March 2022
Oversee programs outreaches
Managing legal documents and general admin
Involve in teaching programs
Building relationship
English speaking translator