



PROFILE

# ANGRETTA LOLITA

## LEGAL

I am an organised, discipline and energetic legal personnel with a passion for the company to overcome their problems.

**Address:** West Jakarta, DKI Jakarta

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**LinkedIn:** @Angrettalolita



WORK

### Tarumanagara University ◦ College Students Assitant

Feb 2020 - July 2020

Helping College Students to complete their administrative needs.

### PT. Prima Usaha Era Mandiri ◦ Legal Property

October 2018 - April 2018

Contract Review, Letter in Charge, Administrative Tasks, Tender Documents in Charge, Legal Opinion, and Data Entry.



SKILLS

Microsoft Programs	●●●●●
Canva	●●●●
Social Media	●●●●●
Dependability	●●●●
Open-Mindedness	●●●●●

2018	<b>Perhimpunan Advokat Indonesia</b> Pendidikan Khusus Profesi Advokat Certification 2018
2020	<b>Non-Formal Organisation</b> Publication and Documentation
2020	<b>UDEMY</b> Graphic Design Masterclass



INTERESTS



Internet



Design



Movies



Photography



EDUCATION

### TARUMANAGARA UNIVERSITY

2013 - 2016

Bachelor of Laws | Graduated with Honor | GPA 3.5/4.00