

# CLARA YOSHELINA

Pematangsiantar, June 11, 1997 | Female | Indonesian

## PROFILE

"A highly passionate and motivated person who is also open minded and always eager to learn new things in life. Someone with high adaptability and fast learning skill thus immensely enjoying both team and individual working environment. Accustomed working on deadlines and under pressure whilst maintaining high sense or punctuality and responsibility."



## CONTACT



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Jl. Perwira 56

Kel. Merdeka, Kec. Siantar

Timur, Pematangsiantar,

Sumatera Utara, 21135.

## SKILLS

### • IT skills:

Hyperion Interactive Reporting, Informatica, Microsoft Office (Word, Excel, PowerPoint), Adobe (Photoshop, Illustrator).

### • Additional skills:

67WPM typist, creative thinking, communication, planning / event planning, marketing, presentation, adaptability, and teamwork.

## EDUCATION

### • 2015 - present PRESIDENT UNIVERSITY

#### Degree:

Bachelor of Arts

#### Study Program:

International Relations

#### Concentration:

Diplomacy Studies

#### Cumulative GPA:

3.79 (1st - 8th semester)

### • 2012 - 2015 SMA SWASTA METHODIST PEMATANGSIANTAR

## LANGUAGE

Bahasa Indonesia:

Native



English:

Fluent



Mandarin:

Intermediate



French:

Intermediate



## ORGANIZATIONAL EXPERIENCE

2016 - 2018

PRESIDENT UNIVERSITY MAJOR ASSOCIATION OF INTERNATIONAL RELATIONS (PUMA IR)

Position : Member of Academic Division

- Responsible to conduct and organize academic-related events for International Relations (IR) students of President University.
- Archive the data of academic-related achievements and participation of IR students both internally and externally.

- Bridging students with head and office of International Relations study program.
- Convey academic related information to IR students.

2016 - 2018  
FOREIGN POLICY COMMUNITY OF INDONESIA  
CHAPTER PRESIDENT UNIVERSITY  
Position : Head of Internal Affairs Division

2016 - 2018  
IRIS MAGAZINE & IRIS COMMUNITY  
Position : Member of Journalist Division

## VOLUNTEER EXPERIENCE

- **PRESIDENT UNIVERSITY STUDENT AMBASSADOR**  
November 7-15, 2015 | October 18-25, 2016

**Position: Student Ambassador for Pematangsiantar**  
Responsible to presenting and introducing President University to Senior High Schools students, giving testimony, as well as supervising scholarship test of President University in the given area.

- **POLITICAL GROUP DISCUSSION (PGD) 2017**  
February 16, 2017

**Position: Project Manager**  
Responsible to plan, organize, manage, delegate jobs to all divisions, and monitor the preparation and execution of the event.

- **4TH CONGRESS OF INDONESIAN DIASPORA (CID)**  
July 1, 2017

**Position: Liaison Officer of Mr. Mohamad Al-Arief, Senior Communication Officer of World Bank.**  
Responsible to assist the guest during the event including providing information, reminding schedules, and ensuring the comfort of the guest during the event.

- **CONFERENCE ON INDONESIAN FOREIGN POLICY (CIFP) 2017**

October 21, 2017  
**Position: Liaison Officer of Prof. Kishore Mahbubani, Dean of Public Policy of the Lee Kuan Yew School of Public Policy.**

- **DIPLOMAT ONE DAY 2017**  
September 27, 2017

**Position: Project Manager**

- **NATIONAL PRESIDUM ELECTION OF FKMHII REGIONAL COORDINATOR 2**

October 14, 2017  
**Position: Head of Event Organizer Division**

- **INTERNATIONAL HUMANITARIAN LAW DEBATE COMPETITION 2017**

August 18-20, 2017  
**Position: Vice Project Manager**  
Responsible to help Project Manager to manage and monitor the preparation and execution of the event,

## WORK EXPERIENCE

- **ACE PROGRAM - TATA CONSULTANCY SERVICES (TCS) KOLKATA, INDIA**

April 2018 - April 2019

**Position: Requirement Analyst**

- Understand document requirements
- Identifying functional point from requirements
- Creating traceability matrix (which maps requirements with functional points)
- Use case and testing scenario identification and documentation
- Quality Assurance test scenario creation and documentation

## REFERENCES

### ACHIEVEMENT

- **MANDARIN SPEECH COMPETITION 2014 FOR SENIOR HIGH SCHOOLS IN PEMATANGSIANTAR**

March 8, 2014

Title: 3rd Runner Up

- **Arijit Roy**

Project Manager and Associate  
Consultant

Tata Consultancy Services

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### INTEREST

- Writing
- Animals Issues and Rights
- Books and Literature
- Culture