

Hendra Sugiyanto

Komplek Kodam V Jaya
Jl. Sakura II RT.005 RW 05 Blok K2/74 Kalideres Jakarta Barat 11840
Phone : 0858-1044-2201
Email : hendrasugiyanto@yahoo.co.id



Jakarta,

Dear Sir/Madam

Human Resources Department

Let me introduce of my self :

Name : **Hendra Sugiyanto**
Place, Date of Birth : Jakarta, 13 September 1981
Education : Diploma III (Tax Account) - UNCOMPLETE
Religion : Moslem
Height / Weight : 167 cm / 64 kg
Address : Komplek Kodam V Jaya
Jl.Sakura II RT.05 RW 005 KII/74 West Jakarta 11840
Phone No : +62 85810442201

Together with this I intend to submit a written request on company's job application .I attach at below :

1. Curriculum Vitae of my self
2. Copy of Diploma III (Tax Account)
3. Copy of transcript III Diploma of Taxation account
4. Copy of Certificate of Computer
5. Copy of Work Experience
6. Copy of ID card
7. Copy of Police SKCK
8. Color photo

Thank you for your kind attention and cconsideration

Sincerely,

Hendra Sugiyanto

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CURICULLUM VITAE

I the undersigned below :

Name : Hendra Sugiyanto
Place, Date of Birth : Jakarta, 13 September 1981
Education : Diploma III (Tax Account) - Uncomplete
Religion : Moslem
Citizenship : Indonesia
Address : Komplek Kodam V Jaya RT.005 RW.05
KII/74 Kalideres West Jakarta 11840
Phone No : +62 85810442201

EDUCATION

1. Diploma III Tax Account - Universitas Terbuka Jakarta (2001 - 2004) - Uncomplete
2. SMU Negeri 94 Jakarta – IPA (1997 - 2000)
3. SMP Negeri 169 Jakarta (1994 - 1997)
4. SD Kesuma Jaya I (1988 - 1994)

COURSES & Training

1. Computer Program of Ms.Office (Ms Excel, Ms Word, Ms Power Point)
2. I have been operate the Photoshop, Accurate Program, Microsoft Dynamic AX ,ERP Program, Metamorfosit Program, Odoo Program,POS Program.
3. Dale Carnegie Trainning of *Team Member Engagement, Leadership Development, Sales Effectiveness, Customer Service, Presentation Effectiveness, Process Improvement.*

WORK EXPERIENCE

1. PT Inovasi Kreasi Hexindo as Head of Warehouse Logistic since October 2022 – November 2025.
 2. PT Internusa Food as Warehouse Logistic Manager since April 2022 – September 2022
 3. PT Delta Cipta Sentosa (Dows Hardware) as Head of Warehouse Logistic since February 2021 - May 2022.
 4. PT Duta Flow Hidrolik (Vane Pump Distributor solution) as Head Warehouse since Dec 2019 – November 2020.
 5. PT. Karya Multi Prima (Construction Company) as SPV Warehouse Logistic since July 2013 - December 2016.
 6. PT. Transavia Utama Jakarta (Trading aviation telecommunication project & Electromotive Diesel Spare parts project of PT KAI) as Logistics & Warehouse Supervisor from July 07,2011 until January 31 2013.
 7. PT. Pacific Prestress Indonesia (Contractor) as Project administration until 6 month.
 8. PT. Selular Shop (Distributor Sonyericsson Mobile Phone) until 3 years as Senior Customer Service (Product Support)
 9. PT.Fast Food Indonesia,Tbk (KFC) until 3 years as a cashier staff.
- Thank you for your kind attention and consideration.

Sincerely Yours ,

Hendra Sugiyanto