



SHEVANNA PUTRI CANTIQA

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shevannacantika@gmail.com |

www.linkedin.com/in/shevannaputri |

https://bit.ly/Portofolio_ShevannaPutri |

Jakarta Utara, Indonesia

Graduate of the Faculty of Law, Universitas Pembangunan Nasional "Veteran" Jakarta, with internship experience at a law firm and experience in legal training coordination. Certified as a Contract Drafting Expert with strong skills in legal research, contract analysis, and legal document drafting. Detail-oriented, analytical, and well-organized with strong communication skills to support legal and business operations. Proficient in Google Workspace and Microsoft Office, with strong communication skills to support effective teamwork and collaboration.

Education

Universitas Pembangunan Nasional Veteran Jakarta (2022 - 2026)

Undergraduate Law Student, 3.90/4.00

Work Experiences

Justitia Training Center (Jan 2026 - Mar 2026)

Trainee Advisor

- Assisted in coordinating Mediator and Healthcare Mediator training programs, including participant recruitment contributing to 2% company profit growth.
- Managed training administration including participant database, attendance records, and training documentation.
- Prepared training materials, modules, and organized training files through Google Drive.
- Supported Zoom training operations including technical support, MC duties, screenshots, documentation, ensuring smooth technical execution, event flow, and effective communication.

ARNP Law Firm (Jul 2025)

Legal Intern

- Conducted in-depth research on opposing parties and non-performing debtors to support case preparation, with findings directly contributing to locating and profiling the debtor.
- Analyzed relevant jurisprudence and successfully identified precedents that strengthened the legal team's argumentation in an ongoing case.
- Participated in internal meetings and client discussions by taking notes and preparing follow-up documentation to support smooth coordination.
- Drafted legal memorandums, case summaries, and legal opinions under supervision with strong attention to structure and legal accuracy.

ARP Law Office (Jul 2024)

Legal Intern

- Assisted in the preparation and drafting of legal documents for case reviews and extraordinary legal remedies, supporting attorneys in developing comprehensive case strategies.
- Contributed to the creation of judicial review documents submitted to the Constitutional Court, ensuring accuracy and adherence to procedural requirements.
- Supported the verification and review of documents throughout the administrative process to maintain compliance and facilitate effective case management.

mama's Gelato & Pizzeria (Apr 2021 - Jul 2021)

Graphic Designer Intern

- Spearheaded concept development for marketing campaign designs, contributing creative direction and ensuring alignment with brand identity.
- Successfully led the design layout project for the Ramadhan/Idul Fitri package, delivering impactful visuals that enhanced seasonal marketing efforts.
- Acted as a liaison between the company and the design team, facilitating communication and ensuring project requirements were met.
- Served as the design team coordinator, managing a team of three members and oversaw project timelines and collaborated to ensure on-time completion of design tasks.

Organizational Experiences

- Majelis Permusyawaratan Mahasiswa as Staff of Badan Legislasi Period Jan 2024 - Jan 2025
- Forum Riset dan Debat Mahasiswa UPNVJ as Research Member Period Sep 2022 - Sep 2024

Project & Volunteer Experience

- AlloBank Festival 2025 as Indoor Staff
- Evaluasi Akhir Tahun BEM UPNVJ as Event Organizer Staff Period Nov 2024
- Education and Training FRDM FH UPNVJ 2024 as Research Mentor Period Sep 2024
- Evaluasi Tengah Tahun BEM UPNVJ as Public Relation Staff Period Jul 2024
- Sekolah Parlemen as Mentor Staff Period Apr 2024
- Kunjungan Kerja UKM as Public Relation Staff Mar 2024
- Reses Retorika Fakultas Teknik as Public Relation Staff Period Mar 2024
- Education and Training FRDM 2023 as Research Mentor Period Sep 2023
- Veteran Legal Competition as Consumption Staff Period Dec 2022 - Sep 2023
- The Key to Novelty: Legal Research and Writing Methods Training as Public Relation Division Period Feb 2023

Achievement

1st Winner of National Essay Competition LEXELLENC (Dec 2023)

Issued by Universitas Prasetya Mulya

Theme : "Innovation and Inclusion : Enhancing Indonesia's Sustainable Economy Transformation Pertaining to Foreign Direct Investment for Sustainable Future"

2nd Researcher in the Legal Scientific Writing and Presentation Program, Research Division (Nov 2022)

Issued by FRDM FH UPNVJ

Theme : Paradoks Penegakan Hukum di Indonesia

Certification

- **Certified Contract Drafting Expert (CCDE) - Esas Management**
- **Wadhvani Opportunity's 21st Century Core Employability Skills Program**

Skills

- **Hard Skills:** Legal Research, Legal Drafting, Contract Law & Analysis, Academic Writing, Microsoft Office (Word, Excel, PowerPoint), Google (Document, Sheets), Canva, Capcut.
- **Soft Skills:** Teamwork, Time Management, Adaptive Personality, Analytical Thinking, Project Management, Problem Solving,
- **Language :** Indonesian (Native), English (Intermediate)



KEMENTERIAN PENDIDIKAN TINGGI, SAINS,
DAN TEKNOLOGI
UNIVERSITAS PEMBANGUNAN NASIONAL "VETERAN" JAKARTA
FAKULTAS HUKUM

Jalan Rumah Sakit Fatmawati, Pondok Labu, Jakarta Selatan 12450

Telepon (021) 7656971, Fax. (021) 7656904

Laman : hukum.upnvj.ac.id , e-mail: fh@upnvj.ac.id

SURAT TANDA LULUS SEMENTARA

Nomor : STLS/144/UN61/FH/2026

Yang bertanda tangan di bawah ini :

Nama : Dr. Suherman, S.H., LL.M

Jabatan : DEKAN

Menerangkan bahwa yang tersebut di bawah ini :

Nama : **Shevanna Putri Cantiga**

Tempat / Tgl. Lahir : Jakarta, 11 Agustus 2004

No. Pokok : 2210611223

Jenjang Pendidikan : Sarjana / Bachelor

Program Studi : Hukum

Konsentrasi : Hukum Bisnis

IPK : 3.90 (**Pujian**)

Telah dinyatakan lulus dan sambil menunggu penyelesaian Ijazah Asli maka Surat Tanda Lulus Sementara ini diberikan sebagai pengganti Ijazah Asli yang berlaku selama enam bulan terhitung sejak dikeluarkan.

Demikian surat keterangan ini dibuat untuk dapat dipergunakan seperlunya.

Jakarta, 29 Januari 2026

DEKAN,



Dr. Suherman, S.H., LL.M



**KEMENTERIAN PENDIDIKAN TINGGI, SAINS,
DAN TEKNOLOGI
UNIVERSITAS PEMBANGUNAN NASIONAL "VETERAN" JAKARTA
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Telepon (021) 7656971, Fax. (021) 7656904

Laman : hukum.upnvj.ac.id , e-mail: fh@upnvj.ac.id

TRANSKRIP AKADEMIK SEMENTARA

Nama / Name	: Shevanna Putri Cantiga
Tempat dan Tanggal Lahir	: Jakarta, 11 Agustus 2004
Place and Date of Birth	: Jakarta, August 11, 2004
NIM / Student Identification Number	: 2210611223
Fakultas / Faculty	: Hukum / Law
Program Pendidikan / Degree	: Sarjana / Bachelor's
Program Studi / Study Program	: Hukum / Law
Konsentrasi / Concentration	: Hukum Bisnis / Business Law
Tanggal Kelulusan / Judicium Date	: 29 Januari 2026 / January 29, 2026
Akreditasi / Accreditation	: Unggul - NOMOR : 6771/SK/BAN-PT/Ak/S/VI/2025

Mata Kuliah / Subjects	Kode Code	Prestasi / Grade			
		HM AA	AM AS	K C	M S
1. Matakuliah Pengembangan Kepribadian / Personality And Development Subjects					
1. Transnasionalisme dalam Politik Dunia / Transnationalism	HIN124513	A-	3.75	3	11.25
2. Pengantar Ilmu Hukum / Introduction of Legal Science	HKM124101	A-	3.75	3	11.25
3. Pengantar Hukum Indonesia / Introduction to Indonesian Law	HKM124102	A	4	3	12
4. Ilmu Negara / State Science	HKM124103	A-	3.75	3	11.25
5. Bahasa Inggris / English	HKM124104	A-	3.75	2	7.5
6. Sosiologi dan Antropologi Hukum / Legal Sociology and Anthropology	HKM124105	A	4	3	12
7. Hukum Tata Negara / Constitutional Law	HKM124201	B+	3.5	3	10.5
8. Hukum Administrasi Negara / State Administrative Law	HKM124202	A	4	3	12
9. Hukum Perdata / Civil Law	HKM124203	A-	3.75	3	11.25
10. Hukum Pidana / Criminal Law	HKM124204	A	4	3	12
11. Hukum Islam / Islamic Law	HKM124205	A-	3.75	2	7.5
12. Hukum Adat / Customary Law	HKM124206	A-	3.75	2	7.5
13. Hukum Internasional / International Law	HKM124207	A	4	2	8
14. Hukum dan HAM / Law and Human Rights	HKM124208	A-	3.75	2	7.5
15. Hukum Acara Tata Usaha Negara / State Administrative Procedure Law	HKM124301	A	4	2	8
16. Hukum Acara Perdata / Civil Procedure Law	HKM124302	A-	3.75	3	11.25
17. Hukum Acara Pidana / Criminal Procedure Law	HKM124303	A	4	3	12
18. Hukum Perikatan / Contract Law	HKM124304	A	4	2	8
19. Hukum Agraria / Agrarian Law	HKM124305	A-	3.75	3	11.25
20. Tindak Pidana / Crime	HKM124306	A-	3.75	2	7.5
21. Ilmu dan Perancangan Perundang-Undangan / The Science of Legislative Drafting	HKM124307	A-	3.75	3	11.25
22. Hukum Dagang / Commerce Law	HKM124308	A	4	2	8
23. Hukum Acara Peradilan Agama / Religious Court Procedure Law	HKM124401	A-	3.75	2	7.5
24. Hukum Acara Mahkamah Konstitusi / Constitutional Court Procedure Law	HKM124402	A	4	2	8
25. Praktek Peradilan Pidana / Criminal Court Practice	HKM124403	A	4	2	8
26. Praktek Peradilan Perdata / Civil Court Practice	HKM124404	A	4	2	8
27. Praktek Peradilan TUN / State Administrative Court Practice	HKM124405	A	4	2	8
28. Metodologi Penelitian dan Penulisan Hukum / Legal Research Methodology	HKM124406	A	4	3	12
29. Penyelesaian Sengketa diluar Pengadilan / Alternative Dispute Resolution	HKM124407	A	4	3	12
30. Legal Due Delligence / Legal Due Delligence	HKM124413	A	4	2	8
31. Hukum Kepailitan / Bankruptcy Law	HKM124414	A	4	2	8
32. Legal Opinion / Legal Opinion	HKM124422	A-	3.75	2	7.5
33. Hukum Perlindungan Konsumen / Consumer Protection Law	HKM124501	A	4	2	8
34. Hukum Perbankan / Banking Law	HKM124502	A-	3.75	2	7.5
35. Hak Kekayaan Intelektual / Intellectual Property Rights	HKM124503	A	4	2	8
36. Hukum Anti Monopoli dan Persaingan Usaha Tidak Sehat / Antitrust Law and Unfair Business	HKM124504	A	4	2	8

Nama / Name : Shevanna Putri Cantiga
NIM / Student Identification : 2210611223

Mata Kuliah / Subjects		Kode Code	Prestasi / Grade			
			HM AA	AM AS	K C	M S
I. Matakuliah Pengembangan Kepribadian / Personality And Development Subjects						
37.	Etika dan Tanggung Jawab Profesi Hukum / Legal Professional Ethics	HKM124601	A-	3.75	2	7.5
38.	Perancangan Kontrak / Contract Drafting	HKM124602	A	4	2	8
39.	Penalaran dan Argumentasi Hukum / Reasoning and Argumentation of Law	HKM124603	A	4	2	8
40.	Hukum Ekonomi dan Transaksi Bisnis Internasional / International Economy and Business Transaction Law	HKM124609	A	4	2	8
41.	Hukum Surat Berharga / Securities Law	HKM124610	A-	3.75	2	7.5
42.	Hukum Pers / Press Law	HKM124618	A	4	2	8
43.	Hukum Teknologi Informasi / Information Technology Law	HKM124701	A	4	2	8
44.	Hukum Lingkungan dan Climate Change / Environment and Climate Change Law	HKM124702	A	4	2	8
45.	Filsafat Hukum / Philosophy Law	HKM124703	A	4	2	8
46.	Hukum Ketenagakerjaan / Labor Law	HKM124704	A	4	2	8
47.	Hukum Perdagangan Internasional / International Trade Law	HKM124705	A	4	2	8
48.	Proposal Tugas Akhir / Proposal of Final term Paper	HKM124706	A	4	2	8
49.	Hukum Investasi dan Pasar Modal / Investment and Capital Market Law	HKM124711	A-	3.75	2	7.5
50.	Hukum Perusahaan / Business Law	HKM124712	A	4	2	8
51.	Hukum Pajak / Tax Law	HKM124717	A	4	2	8
52.	Hukum dan Kewirausahaan / Entrepreneurship and Law	HKM124723	A	4	2	8
53.	Forensik Digital (CE 3) / Digital Forensic	IF-INF124505	A	4	3	12
54.	Komunikasi Pembangunan dan Perubahan Sosial / Social Change	KOM124514	A-	3.75	3	11.25
55.	Pendidikan Agama / Religious Education	MKW124101	A-	3.75	2	7.5
56.	Pendidikan Pancasila / Pancasila Education	MKW124102	A	4	2	8
57.	Pendidikan Bela Negara / Patriotic Education	MKW124104	A	4	2	8
58.	Bahasa Indonesia / Indonesian Language	MKW124603	A-	3.75	2	7.5
59.	Kepemimpinan / Leadership	MKW124605	A-	3.75	2	7.5
60.	Pengantar Filsafat Ilmu dan Logika / Introduction to the Philosophy of Science and Logic	MKW124606	A-	3.75	2	7.5
61.	Pendidikan Kewarganegaraan / Citizenship Education	MKW124607	A	4	2	8
62.	Sistem Informasi Manajemen / Information Management System	SI-SIM124304	A	4	3	12
II. Matakuliah Keilmuan Dan Ketrampilan / Theoretical And Practical Economic Science Subject						
1.	Tugas Akhir / Final-term Paper	HKM124801	A	4	4	16
Judul Skripsi / Undergraduate Thesis Title : "Reformulasi Insentif Energi Terbarukan: Tinjauan Normatif terhadap Penerapan Skema Feed-In Tariff Berkuota Terbatas di Indonesia" "Reformulation of Renewable Energy Incentives: A Normative Review of the Implementation of Limited-Quota Feed-In Tariffs in Indonesia"			Total		146	569.00
			IPK/GPA		3.90	

Predikat Kelulusan : Pujian (Cumlaude)
Passing Grade : Cumlaude

Jakarta, 29 Januari 2026
Jakarta, January 29, 2026

Dekan // Dean,



Shevanna, S.H., LL.M

Keterangan / Note :

HM / AA = Huruf Mutu / Achievement in Alphabet
K / C = Kredit / Credit
AM / AS = Angka Mutu / Achievement Score
M / S = Mutu / Score
IPK / GPA = Indeks Prestasi Kumulatif / Grade Point Average

SERTIFIKAT

PENGHARGAAN

Dengan bangga diberikan
kepada:

Shevanna Putri Cantiga

Telah menyelesaikan program magang Pengkar
Give Internship (PINTER) di ARNP Law Firm selama
periode Juli 2025



Managing Partner ARNP Law Firm



SERTIFIKAT PENGHARGAAN

Diberikan Kepada:

Shevanna Putri Cantiga

Atas kinerja yang luar biasa selama melaksanakan program magang
yang berlangsung pada periode Juli 2024
di ARP LAW OFFICE

Managing Partner

Andra Reinhard Pasaribu, S.H., M.H.

Partner

Alex Argo Hernowo, S.H., M.H.



SERTIFIKAT

KEPADA

Shevanna Cantiga

atas penyelesaian proyek magang virtual selama 320 jam di Bantu Kerja
lewat proyek Graphic Designer untuk Marketing Campaign di industri Mama's Gelato & Pizzeria

Program Magang Virtual ini merupakan bagian dari kolaborasi PT Matata Edu Inovasi dengan
program Accelerating Work Achievement and Readiness for Employment 3 (AWARE 3)

Tari Sandjojo
Chief Executive Officer
PT Matata Edu Inovasi





FESTIVAL MUSIK PALING PAS, GAK BAKAL RUGI!

JAKARTA 21 & 22 JUNI 2025

ISTORA SENAYAN

SERTIFIKAT PENGHARGAAN

Diberikan Kepada:

SHEVANNA PUTRI CANTIQA

atas partisipasinya sebagai Volunteer dalam kegiatan
Allo Bank Festival 2025 yang diadakan pada 21-22 Juni 2025



Ditandatangani Elektronik:
angga aditya
putra
26-06-2025 18:30:10 WIB

Angga Aditya Putra Tumiwa
Business Unit Relations Head



UNIVERSITAS PEMBANGUNAN NASIONAL "VETERAN" JAKARTA
UNIT PENUNJANG AKADEMIK BAHASA
(UPA BAHASA)

Jalan RS Fatmawati, Pondok Labu, Jakarta Selatan
Telp./Fax. 021-7669069, E-mail : upabahasa.upnvj.ac.id

RESULT OF
48 - Hour ENGLISH COURSE
(ELPT)

Full Name : SHEVANNA PUTRI CANTIQA
ID Number : 2210611223
Faculty/Study Program : S1 - HUKUM
Phone (HP) : 085719326982

Certificate Number : K-ELPT-CT03/0894/PA08/3973
Date of Test : 10 September 2025
Test Form : ELPT- Prediction

TEST SCORES

Components	Score	UPA Bahasa - ELPT - Prediction Score	Proficiency Level
Listening	48	450	Intermediate
Structure and Written Expressions	44		
Reading Comprehension	43		

This ELPT Score remains valid as long as the student keeps studying at UPNVJ.

Issued in Jakarta, 25 September 2025



Purnita Ajengtiyas S. Mashuri, S.E., M.Accy., M.Comm.)
Head of UPA Bahasa



SERTIFIKAT

C E R T I F I C A T E

NOMOR : 2025/CCDE-X/ESAS/IV/006

Diberikan kepada :

this is to certify that :

Shevanna Putri Cantiga

telah sukses mengikuti seluruh pelatihan dan mendapatkan sebutan :
has successfully completed the training and earned designation :

**CERTIFIED CONTRACT
DRAFTING EXPERT (CCDE)**



PERIODE 26 - 29 APRIL 2025 BATCH X

PT. ESAS EDUKASI INDONESIA



CEO ESAS MANAGEMENT
CEO of ESAS Management

Eris Sutrisna, S.Pd., M.M., CMT.

TRANSKRIP JAM PEMBELAJARAN

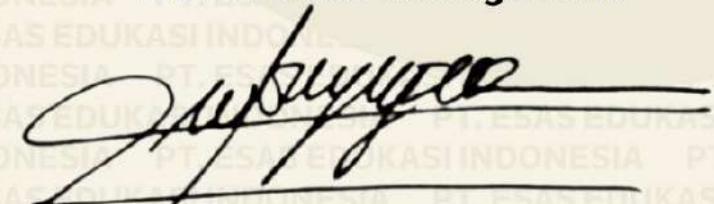
Nama : Shevanna Putri Cantiga, CCDE.

No	Materi	Jam Pembelajaran (JP)
1	Ciri-ciri kontrak yang bermasalah	8 JP
2	Mengidentifikasi kontrak yang cacat hukum	
3	Membedah alat bukti perjanjian elektronik	
4	Pentingnya keterangan ahli kontrak dalam persidangan	
5	Perjanjian elektronik yang merugikan salah satu pihak	
6	Berkas administrasi yang penting dalam pengumpulan bukti kontrak yang di gugat	
7	Penggunaan artificial intellegence dalam menemukan kontrak yang bermasalah	
Studi Kasus		12 JP
Tes Kompetensi CCDE		12 JP
Total		32 JP

Keterangan :

Jumlah Jam Pembelajaran **Certified Contract Drafting Expert** adalah Tiga Puluh Dua Jam Pembelajaran

Trainer ESAS Management



Diterbitkan Pada 29 April 2025 Oleh ESAS Management

Muhamad Bayu Firmansyah, S.H., M.H.

Certificate of Completion

This is to certify that

Shevanna Putri

UNIVERSITAS PEMBANGUNAN NASIONAL VETERAN JAKARTA - INDONESIA

has successfully completed the competencies and modules, as part of the Wadhvani Opportunity's 21st Century Core Employability Skills Program.

Date of issue: 30-05-2023



Sunil Dahiya
Executive Vice
President,
Wadhvani Opportunity



Dr. Dion Dewa Barata
Senior Program Manager, Indonesia
Wadhvani Foundation

Wadhvani Opportunity
READY TO RISE Global Summit
www.opportunity.wfglobal.org





SERTIFIKAT

B/411/FRDM/XI/2022/FH

FORUM RISET DAN DEBAT MAHASISWA
UNIVERSITAS PEMBANGUNAN NASIONAL VETERAN JAKARTA

DIBERIKAN KEPADA

Shevanna Putri Cantiga

SEBAGAI :

TOP 2 RESEARCHER

Dalam Agenda Penulisan dan Presentasi Karya Tulis Ilmiah Hukum Divisi Riset
Pada tanggal 20-29 Oktober 2022, dengan tema :

"Paradoks Penegakan Hukum di Indonesia"

Jakarta, 6 November 2022



Angeline Monika Natalie
Ketua FRDM

Candya Upavata Kutey K
Ketua Divisi Riset

Raihan Wibowo
Wakil Ketua FRDM



UNIVERSITAS
PRASETIYA MULYA
School of Business and Economics



SCHOOL OF LAW
AND INTERNATIONAL
STUDIES

INTERNATIONAL
BUSINESS LAW



LEXELLECE : FOREIGN DIRECT INVESTMENT

CERTIFICATE OF APPRECIATION

FOR

1st PLACE WINNER

IS PROUDLY PRESENTED TO

Shevanna Putri Cantiga

For the outstanding achievement in the Essay Competition held in Universitas Prasetiya Mulya on 9th December
with the theme:

"Innovation and Inclusion: Enhancing Indonesia's Sustainable Economy Transformation Pertaining to Foreign Direct
Investment for Sustainable Future"

Tavanya Shaliha Putri
President of LEXIL

Kadek Pramanda Semadi Putra
Chairman of LEXELLECE

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