

- Naufal Fatihul Ihsan -

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Detail-oriented and adaptable professional with experience in administration, copywriter, graphic design, customer service, content creator, and data annotation. Currently pursuing a Bachelor's degree in English Literature, with strong communication, research, and analytical skills in both English and Indonesian. Proven ability to manage data, coordinate workflows, maintain accuracy, and deliver high-quality results in remote and fast-paced environments.

ACADEMIC QUALIFICATIONS

Universitas Jenderal Soedirman, English Literature	Purwokerto, Indonesia
GPA: 3.51/4.00	(Aug 2022 – Present)
SMA NEGERI 9 TANGERANG, Social Science	Tangerang, Indonesia
Final Grade: 8.00	(2018-2021)

WORKING EXPERIENCES

Copywriter

IDNFT Joga Painting – Remote

February 2026 – Mei 2026

Accomplishments:

- Created and optimized social media content covering cryptocurrency, NFTs, blockchain technology, market trends, digital asset regulations, and Web3 developments.
- Developed educational, news-driven, and storytelling content for Instagram, including NFT artist spotlights, crypto market updates, industry events, seminars, and community campaigns.
- Conducted trend research and content planning to ensure timely, relevant, and audience-focused content delivery.
- Collaborated cross-functionally with creative teams to maintain brand consistency and improve audience engagement across social media platforms.
- Generated **10.9K+ content views**, **4.9K+ account reach**, and **229 profile visits** within a single reporting period.
- Increased brand exposure by attracting new audiences, with **56.6% of total content views generated by non-followers**.
- Produced top-performing content exceeding **1,200 organic views per post**, contributing to audience growth, community engagement, and brand awareness initiatives.

Voice Over | Transcription | Data Annotator

Dingtalk – Remote

February 2026 – April 2026

Accomplishments:

- Contributed to AI training and speech recognition projects by recording voice datasets, transcribing audio content, and annotating language data according to strict quality guidelines.
- Produced accurate audio transcriptions while maintaining consistency in spelling, grammar, punctuation, speaker identification, and formatting standards.
- Performed data annotation, labeling, and categorization tasks to support machine learning, speech-to-text, and natural language processing (NLP) model development.
- Reviewed and validated annotated datasets to ensure data integrity, accuracy, and compliance with project requirements.
- Processed large-scale audio and text datasets while consistently meeting quality benchmarks and project deadlines.
- Supported the development of AI-driven technologies through high-quality voice data collection, transcription, and annotation activities.

Translator

Media Pressindo – Remote

March 2025 – July 2025

Accomplishments:

- Translated three classic English novels into Indonesian: Poor Folk (Fyodor Dostoevsky), The Jungle Book (Rudyard Kipling), and The Waves (Virginia Woolf) as part of a translation team.
- Conducted self-editing and cross-checking of the team's translations to ensure accuracy of meaning, style, and consistency of terms.
- Collaborate in drafting and editing the final document for submission to Media Pressindo's in-house editor.

Administrative Staff | Customer Support | Community Manager

Bstation – Remote

June 2024 – Nov 2024

Accomplishments:

- Managed and maintained accurate records for over 100+ creators, ensuring up-to-date database systems.
- Responded to creators’ inquiries and provided information regarding events and guidelines, enhancing communication efficiency.
- Organized and documented multiple gaming tournament events, maintaining scheduling, logistics, and participant data.
- Organizing gaming tournament events for Bstation creators

Social Media Division

Gudang Sinau Indonesia – Purwokerto

April 2024 – July 2024

Accomplishments:

- Taught basic literacy and numeracy to children in underserved communities.
- Designed engaging educational materials tailored to different learning levels.
- Created and delivered lessons and art for children.
- Produced visual design and recorded educational videos for engagement on social media.
- Supported student progress through regular assessments and feedback.

Content Creator

Bstation – Remote

Aug 2023 – June 2024

Accomplishments:

- Created and scheduled video content, maintained regular engagement with viewers, and responded to community feedback.
- Built collaborations with other creators to expand network reach and engagement.
- Achieving 30% followers per month through interesting videos.

ORGANIZATION EXPERIENCES

Head of Media Division at Media Research Data

UKKI UNSOED – Purwokerto

March – December 2023

Accomplishments:

- Establishing and fostering the flow of information, communication and cooperation with organizations or individuals both internal and external in the context of developing dakwah on the Unsoed collage.
- Publicizing activities carried out by UKKI Unsoed to internal and external university media.
- Develop the knowledge and skills of LDK and LDF Unsoed directly through electronic and print media.
- Creating daily, weekly and monthly content on social media.
- Establishing partnerships with other collage institutions in Banyumas.

EXTERNAL Division

Indonesian Islamic Astronomy Club – Purwokerto

February 2024 – December 2024

Accomplishments:

- Organizing an event called Astro Tour for administrators and members to deepen their knowledge of astronomy.
- Organizing another event called a comparative study which aims to introduce the organization to students in a college.

ACHIEVEMENTS

- **1st place winner of the Essay Competition** – Festival of English Literature UNSOED 2023
- **Brand Ambassador** – Tranformation the Nation
- **AIESEC Future Leaders** – AIESEC in Unsoed

ADDITIONAL

- **Hardskills:** Copywriting, Microsoft Word, Google Tools, Grammarly, Notion, Data Annotator, Transcription, Translator, Video Editor, Graphic Designer
- **Softskills:** Corporation, Communication, Critical Thinking, Problem Solving, Time Management
- **Language:** Indonesian (Native), English (Upper-Intermediate)