

KRISTOPHER AUDI ASMONO

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PROFILE

Law graduate with experience in legal analysis, project management, and sustainability initiatives, which have sharpened my technical and communication skills. Strong leadership background from off-campus organizations. Proficient in Adobe Premiere Pro, Photoshop, and Excel. Focused on entry-level opportunities, applying insights from legal and sustainability projects.

EDUCATION BACKGROUND

UNIVERSITAS SULTAN AGENG TIRTAYASA Bachelor of Law graduate with a CGPA of 3.79 out of 4.00.	Serang, Banten Aug 23 rd , 2021 – Jan 13 th , 2026
- Relevant Courses : Civil Law, Commercial Law, Company Law and Business Competition, International Law, Labor Law, Engagement and Guarantee Law, Legal and Statistical Research Methods. - Academic Projects : “Academic text of Serang city draft regional regulations concerning regional owned market management concerning amendments to Serang city regional regulation number 3 of 2016” - Criminal Justice Practice Dialogue Text - Lawsuit Letter & Lawsuit Answer To Complaint Letter	

Future Skills x UNIVERSITAS GADJAH MADA My efforts have resulted in achievements that are B & B+ in these courses.	Credit Online Class Oct 2023 – Jan 2024
- APP Sinar Mas – Sustainability in Business Oct 5th – Jan 03rd, 2024 - Understand the significance of balancing economic, social, and environmental factors in company decision-making. - Greeneration Foundation – Green Planet & Future Living Sept 22nd – Dec 15th, 2023 - Recognized the impact of business on the future of our planet, resulting in environmental benefits, long-term success, and competitiveness.	

PROFESSIONAL EXPERIENCES

Ministry of Finance Legal Analyst Intern Intern on Directorate General of Customs and Excise	East Jakarta, DKI Jakarta Sep 4 th – Dec 8 th , 2023
- Sub-Directorate of Regulations Sep 4th – 22nd, 2023 - Efficiently managed the workflow of the Appeals Directorate. - Sub-Directorate of Objections Sep 25th - Oct 13rd, 2023 - Developed protocols for handling objections in customs and excise. - Processed and analyzed objection cases, ensuring thorough documentation. - Sub-Directorate of Appeals Oct 16th – Nov 10th, 2023 - Creating tax court decision letter bundles. - Participating in meetings and discussions related to legal strategies and case management. - Sub-Directorate of Advocacy Nov 13rd – Dec 8th, 2023 - Supported advocacy efforts by preparing legal arguments and materials. - Reviewed memorandum and counter-memory for Judicial Review of Tax Court decisions.	
GMF AeroAsia Legal Intern Intern on VP Corporate Secretary & Legal	Tangerang City, Banten Oct 1 st – Nov 1 st , 2024
- Assisted in legal research on national policies and restrictions. - Gained hands-on knowledge of shareholder meeting requirements. - Drafted and compiled Extraordinary General Meeting of Shareholders (EGMS) documents.	
Matahari Departement Store Legal Support Intern Intern on VP Corporate Services & Legal	Tangerang, Banten Mar 3 rd – Sep 2 nd , 2025
- Managed IDX submissions. - Assisted with FAS (summary), PDP, and LPKM reports. - Drafted Letters of Intent, Agreement Amendments, Novation, and Addendum. - Drafted and compiled Annual General Meeting of Shareholders (AGMS) documents.	

DFI Retail Nusantara (IKEA & Guardian) | Corporate Secretary Intern
Intern on VP Corporate Secretary

South Tangerang, Banten
Oct 23th, 2025 – Present

- Assisted in Public Expose preparation.
- Managed trademark registration and related administrative matters.
- Prepared and processed Powers of Attorney (PoA) for expatriate personnel.
- Facilitated licensing compliance in accordance with the new OSS regulations.
- Updated and aligned Articles of Association (AoA) with the latest notarial deed.
- Support compliance of Hong Kong HQ AML policies with Indonesian regulations.
- Drafted and compiled Extraordinary General Meeting of Shareholders (EGMS) documents.

ORGANIZATIONAL & VOLUNTEER EXPERIENCES

Orang Muda Katolik Santa Odilia
Publication Coordinator

Tangerang, Banten
Sep 11st, 2021 – Sep 14th, 2024

- Assisted in editing 20+ photos and videos.
- Created content that attracted young and old attendees.
- Helped raise community event participation by around 15%.
- Produced informational content for church and seminar activities

Gerakan Mengajar Desa
Inspirational Tutor & Documentation Committee

DKI Jakarta
Sep 2023 – Jan 2024

- Pena Merdesa | Setiabudi, South Jakarta | Nov 12nd – Dec 17th, 2023
 - Taught kindergarten children about safety rules, norms, and precautions.
 - Educated students on the state ideology of Pancasila and relevant regulations.
 - Provided guidance to ensure students grasped important safety and ideological.
- SDN Pulau Panggang 02 PG | Thousand Islands Regency | Jan 20th – 28th, 2024
 - Assisted in organizing educational programs and community outreach events.
 - Managed images and videos for all activities, ensuring proper documentation.
 - Motivated and guided students to improve their academic performance.

International Law Student Association of Universitas Sultan Ageng Tirtayasa
Member of Communication & Information Media Division

Serang City, Banten
Oct 23th, 2024 – Mar 24th, 2025

- Increased visibility through media strategies.
- Collaborated on content creation to promote initiatives and events.
- Managed and distributed communication materials for clear messaging.

CERTIFICATE OF APPRECIATION

International Office Universitas Sultan Ageng Tirtayasa	September 30 th , 2023
Project Office SMARTPATH	September 24 th , 2023
Student Executive Board (BEM) Faculty of Law - Legal Contract Training	September 23 th , 2023
Global Education Thailand 2023	July 5 th , 2023
Adi & Begruck Law Office	March 18 th , 2023
International Youth Fest	February 4 th – 19 th , 2023
Criminal Law Section Universitas Jenderal Soedirman	November 2 nd , 2022
Criminal Law Institute	April 20 th , 2022

SKILLS & LANGUAGES

Skills	: Legal Analysis, Attention to Detail, Handle Confidential Information, Document Drafting
	Microsoft Office (Word, Excel, PowerPoint), Adobe (Ps, Pr Ae, Flash), Audacity, FL Studio
Languages	: Bahasa Indonesia (Native)
	English (B2 Upper Intermediate) with a current Duolingo English Test score of 110 out of 160.
	English (B1+ Intermediate) with a current UNTIRTA TOEFL ITP Test score of 477 out of 677.

PORTOFOLIO

<https://kristopheraudi.wordpress.com/>