

William Octavius Halim

+6285156538450 | williamhalim105@gmail.com | Jakarta

SUMMARY

Business Management graduate with experience in management reporting, project coordination, and business analysis. Proven ability to support operational and strategic activities through structured documentation, financial reporting, and cross-functional coordination. Interested in business development, particularly in supporting market analysis, identifying potential opportunities, and contributing to business growth initiatives.

EDUCATION

School of Business and Management (SBM) ITB, Bandung — *Bachelor of Science in Management*

August 2021 - October 2024

Majoring in Management with a cumulative GPA of **3.61**, with *Cum Laude* Predicate.

Relevant Subject: Business Research Method, Business Statistics, Financial Management, Project Management, Introduction to Business, Integrated Business Experience, Decision Making, Business Communication & Negotiation, Economics, International Business, and Leadership & Management Practice.

CORE SKILLS

Management Support & Reporting: Management reporting, meeting minutes, follow-up tracking, project coordination

Microsoft Excel: Pivot tables, lookup functions (XLOOKUP/VLOOKUP), basic financial & cost analysis

Microsoft PowerPoint: Management & executive presentations, business analysis decks

Business Skills: Market research, basic finance & accounting, multitasking, fast & accurate typing

Language: English ([CEFR C1 Certification](#))

EXPERIENCE & ORGANIZATIONAL ACTIVITY

NETIV - Co Founder & Chief Financial Officer

- Prepared financial projections, income statements, and cost analysis to support decision-making
- Monitored operational costs and implemented efficiency initiatives, achieving $\pm 15\%$ cost reduction
- Coordinated cross-division activities and tracked task progress to ensure timely execution
- Supported day-to-day operations and business planning through structured reporting

KMM Capital - Equity Trader

- Prepared weekly seminar materials on finance and investment topics
- Conducted basic financial and market analysis to support internal discussions
- Contributed analytical input for stock evaluation using historical monthly return reference (5–8%)

PT North Bayou Indonesia - Business Development

- Coordinated with team members and helped tasks delegation
- Prepared meeting notes and followed up on action items
- Negotiated with brokers on pricing and delivery
- Helped develop an online brand presence
- Supported basic marketing & sales activities