

DZAKI LUTHFIANSYAH

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SUMMARY

With an academic background in **Information Systems** from Telkom University, I have hands-on experience supporting GovTech project delivery as an **IT Project Admin** and **Junior Scrum Master** at *PERURI*. Experienced in **Agile/Scrum coordination**, **project tracking**, **stakeholder communication**, and **project documentation** using **Jira** and **Confluence** across *KEMENKES* and *BGN* projects. **BNSP-certified ICT Project Manager** with additional exposure to process automation using **N8N**, with a professional focus on **IT Project Management**, **PMO**, and **project coordination**.

COMPETENCIES & TOOLS

Core Competencies: Project Coordination, Project Administration, Agile/Scrum, Sprint Coordination, Project Tracking, Stakeholder Coordination, Project Documentation, Requirements Coordination, Business Process Management, BPMN, SDLC Awareness, Process Improvement, Risk Management, Budget Management

Tools: Jira, Confluence, Microsoft Project, Trello, n8n, Microsoft Excel, Microsoft PowerPoint, Google Workspace, Power BI, Smartsheet, Asana, Microsoft Teams, Miro, Notion

EDUCATION

TELKOM UNIVERSITY - Bandung, Jawa Barat
Information Systems - *GPA: 3.64/4.00*
Faculty of Industrial Engineering

2022 - 2026

- Awardee** of Bintang Mandiri Scholarship, Mandiri Amal Insani Foundation by Bank Mandiri
- 1st Winner & Audience Favorite** — Video Challenge, IPB Mathematics Challenge, IPB University (2023)
- Gold Medalist** — Mathematics, Indonesian Youth Science Olympiad, CV Divya Cahaya Prestasi (2023)
- 2nd Place** — Best Product Innovation Capstone Exhibition, Telkom University (2026)
- 2nd Place** — Investment Design Challenge, Stockprime IPB, IPB University (2024)
- 3rd Place** — ACAVERO Business Case Project Competition, Telkom University (2024)
- 3rd Place** — Creative Business Competition, Universitas Pendidikan Indonesia (2023)
- Bronze Medalist** — Indonesian Language, Indonesian Youth Science Olympiad, CV Divya Cahaya Prestasi (2023)

Certificate

WORK EXPERIENCE

Junior Scrum Master
PERURI | Jakarta, Indonesia

Mar 2026 – Jun 2026

- Supported **Agile/Scrum** delivery across **2 GovTech** projects (**BGN & KEMENKES**) through sprint coordination, progress tracking, and blocker follow-up using Jira and Confluence.
- Coordinated **developers, business stakeholders, and government counterparts** to align requirements, priorities, and action items.
- Built a **Recruitment Monitoring Dashboard** for **489+** candidate records, improving data visibility and supporting faster operational decision-making.

IT Project Admin
PERURI | Jakarta, Indonesia

Oct 2025 – Feb 2026

- Supported technical and operational administration** across **2 GovTech** projects (**KEMENKES & BGN**), ensuring data accuracy and adherence to project procedures.
- Developed an **AI-assisted screening workflow** using n8n to validate and process **1,000+** candidate records.
- Built an **Automated Interview Scheduler** used to schedule interviews for **98+** candidates, simplifying scheduling and stakeholder coordination.
- Monitored project activities using **Jira** and **Confluence** and facilitated BAPP validation meetings between development teams and technical government stakeholders.

Digital Marketing
PT. Telkom Indonesia | Bandung, Indonesia

Jun 2025 – Aug 2025

- Coordinated** a **4-member** project team to deliver a digitalization program for **3 MSME** groups in Karawang, managing timelines, task allocation, project goals, and progress tracking.
- Managed project execution** for **6–9 MSME business owners**, covering social media activation, e-commerce onboarding, and online store implementation.
- Coordinated stakeholder** mentoring and follow-up activities to support technology adoption and ensure project deliverables were implemented as planned.

Practicum Assistant

SYSTEM ARCHITECTURE AND GOVERNANCE LAB. | Bandung, Indonesia

Jan 2025 – Jun 2025

- **Guided 39+ students** in modeling business processes using BPMN and Bizagi Modeler, including translating business workflows into structured process diagrams.
- **Developed practicum modules and assessments** to support structured learning, documentation, and consistent evaluation.
- **Facilitated practical** case discussions on applying business process modeling to organizational workflows, strengthening process analysis and structured problem-solving.

ORGANIZATIONAL EXPERIENCE

GOOGLE DEVELOPER GROUPS ON CAMPUS - *Human Resources*; Bandung

Nov 2024 – Sep 2025

- **Developed and implemented SOPs and KPIs for 3 core departments**, establishing clearer workflows and performance monitoring.
- **Initiated and coordinated 10+ team engagement programs** to strengthen collaboration and internal communication.

NOVO CLUB (PARAGON Corp) - *Human Resource Development, STAR Team*; Indonesia

Nov 2024 – Sep 2025

- **Coordinated** end-to-end recruitment for 40+ active committee members across 5 departments, supporting structured team staffing and onboarding.
- **Managed** KPI, SOP, and weekly reporting processes to support consistent performance monitoring and monthly evaluation.
- **Coordinated** an HR development program attended by 40 staff from 11 regions, supporting cross-regional learning and team development.

NOVO CLUB IN ACTION - *Facilitator*; Jakarta

Jun 2024 – Aug 2024

- **Facilitated** 9 project teams with 90–99 participants in developing impact-driven projects aligned with the SDGs.
- **Monitored** milestones, progress, and deliverables across 9 projects to support structured project development and timely execution.
- **Assessed** 9 impact projects, evaluating project progress and outcomes while providing structured feedback for improvement.

GOPAY STUDENT AMBASSADOR - Brand Ambassador; Remote

Sep 2023 – Dec 2023

- **Executed** digital campaign initiatives that achieved a 78% brand awareness result, with the highest-performing Instagram Reels reaching 2,480+ views.
- **Monitored** campaign performance through weekly KPI and engagement reports to track audience response and content effectiveness.
- **Analyzed** campaign results and audience trends to identify improvement opportunities and support data-driven content decisions.

SAG LABORATORY - *Event Coordinator*; Bandung

Oct 2023 – Nov 2023

- **Led** 23 committee members across 4 divisions, managing task allocation, timelines, and progress toward event deliverables.
- **Coordinated** speakers, sponsors, and participants to ensure smooth stakeholder communication and execution.
- **Delivered** a large-scale event attended by 800+ Information Systems students.

KARYA ANAK MILENIAL INDONESIA FOUNDATION - *Head of Community Dev. & Brand Ambassador*; Bandung

Jul 2023 – Nov 2023

- **Led** an 8-member team in planning and executing outreach campaigns for Bakti Milenial and International Millennial Summit across schools and universities.
- **Coordinated** campaign strategy, task execution, and cross-functional collaboration, achieving an 83.20% campaign success rate.
- **Managed** stakeholder outreach and promotional activities to strengthen program awareness and audience engagement.

TELKOM UNIVERSITY STUDENT ORIENTATION PROGRAM - *Liaison Officer*; Bandung

Jun 2023 – Sep 2023

- **Led** coordination for 20 new students as Group PIC, managing communication, participant needs, and activity readiness throughout the program.
- **Supported** university-wide program execution involving 8,981 new students, ensuring timely information flow and alignment between participants and organizers.
- **Managed** participant issues and follow-up actions with the organizing team to maintain smooth and structured program delivery.

TELKOM UNIVERSITY DORMITORY - *Dorm Team*; Bandung

Dec 2022 – Jul 2023

- **Led** the planning and execution of dormitory programs and activities, coordinating preparation, responsibilities, and on-site implementation.
- **Served** as PIC for 48 student residents, overseeing communication, participant needs, and day-to-day coordination within the dormitory.
- **Managed** student onboarding, operational issues, and follow-up actions to maintain effective communication and smooth dormitory operations.

PROFESSIONAL DEVELOPMENT

CERTIFICATIONS & TRAINING

- **Certified ICT Project Manager** — Badan Nasional Sertifikasi Profesi (BNSP), Nov 2025
- **Building Sustainable Projects** — Future Skills Indonesia by Pijar Foundation, Dec 2025
- **Digital Marketing Training** – Phase 1 & 2 | Dinas Pemuda dan Olahraga Provinsi Jawa Barat, Aug 2025
- **Data Science Class** – Batch 7 | KT&G SangSang Univ. Indonesia, Aug 2023

COURSEWORK

Project Management for Information Systems; Capstone Design and Project; Software Project; Leadership and Interpersonal Communication; Organizational Behavior; Information Technology Governance and Management; IT Service Management; Business Process Modelling; Business Process Engineering; Analysis and Design of Information System; Testing and System Implementation; Enterprise Architecture; Enterprise Application Integration; Enterprise System; Supply Chain Management; Accounting System and Financial Management; Basic Finance for Information System; Entrepreneurship; Professional Ethics, ICT Regulations, and Intellectual Property; Data Warehouse and Business Intelligence; Data Mining; Industrial Statistics; Probability and Statistics; Database System; Information Systems Security; User Experience Design; Interaction Design; Research Method and Scientific Writing; Web Application Development; Object Oriented Programming.

PROJECT EXPERIENCE

AI-Powered Accessibility Solution (OCULUS)

- **Developed** an AI-powered mobile app and smart glasses integrating OCR, voice recognition, and text-to-speech to help visually impaired users access written information independently.
- **Targeted** 3.84M+ TAM, 1M+ SAM, and 430K+ SOM users, focusing on accessibility, reading efficiency, and user independence.
- Project Link : [OCULUS](#)

Sustainable Food Surplus Marketplace (SAVORY)

- **Designed** a digital marketplace connecting consumers with surplus food from culinary businesses, supported by a 12-month product development roadmap from research to launch.
- **Defined** 52M TAM, 31M SAM, and 7.75M SOM, with projected break-even at 34,460 transactions and a 9-month payback period.
- Project Link : [SAVORY](#)

N8N Agent AI CV Screener

- **Developed** an AI-powered CV screening solution using n8n automation to centralize candidate evaluation and streamline recruitment workflows.
- **Processed and validated** 1,000+ candidate records, reducing repetitive manual screening and supporting faster, structured shortlisting.
- Project Link : [Agent AI CV Screener](#)

Automated Recruitment Scheduling Platform

- **Built** an automated interview scheduling platform to centralize candidate schedules and interview coordination.
- **Used to manage** interviews for 78+ candidates, improving scheduling visibility and reducing manual coordination.
- Project Link : [Scheduling Platform](#)

Dashboard Monitoring Recruitment

- **Developed** a centralized platform to track application stages, status, deadlines, and progress across the recruitment pipeline.
- **Integrated** Google Sheets and Google Calendar automation to streamline tracking, reminders, and schedule synchronization.
- Project Link : [Dashboard Monitoring Recruitment](#)

Healthcare Data Exploration & Visualization

- **Analyzed** 1,023 healthcare records across categorical and numerical variables, using data visualization to identify distributions, trends, and outliers.
- **Identified** key patterns including 579 DM Type 2 cases, 444 DM Type 2 with comorbidities, and demographic/clinical trends across age, gender, and laboratory indicators.
- Project Link : [Data Project](#)

Digital Marketing Campaign Strategy Project at DISPORA West Java

- **Designed** a 4-week digital marketing campaign targeting young audiences in Bandung through organic content, paid social media, and influencer marketing.
- **Allocated** a Rp1M campaign budget and defined KPIs of +150 organic followers, >5% engagement rate, and 10K reach/impressions per platform.
- Project Link : [Digital Marketing Project](#)

UMKM Digitalization Program at Telkom Indonesia CSR-TJSL

- **Delivered** a 40-day digitalization program for 3 MSME groups in Karawang, covering business assessment, digital marketing, content development, and e-commerce adoption.
- **Implemented** digital channels across Instagram, TikTok, and 2 Shopee stores, supported by customer research showing 67% preference for online purchasing.
- Project Link : [Digital Marketing Project](#)