



Della Septi Kuntum Wijayanti

+62 831 3494 6970 | dellasepti2009@gmail.com | www.linkedin.com/in/dellaseptikuntumw/

A fresh graduate in Marine Transportation Engineering from Institut Teknologi Sepuluh Nopember (ITS) with a strong interest in maritime logistics and shipping operations. Experienced in export-import documentation and shipment coordination through internship in the freight forwarding industry. Active in organizational and committee activities, demonstrating structured administrative coordination and operational support. Known as a detail-oriented and responsible individual with strong attention to documentation and data management within fast-paced operational environments.

EDUCATION

Institut Teknologi Sepuluh Nopember

Bachelor of Marine Transportation Engineering, GPA 3.51/4.00

Surabaya

2021-2026

- Relevant Courses: Shipping Business, Maritime Logistics, Supply Chain Management, Marine Transport Planning.
- Thesis Project: Refuse Derived Fuel (RDF) Distribution Model to Support the Fuel Needs of Cement Industry.

EXPERIENCES

Internship

PT Silkargo Indonesia

Customer Support Division

Surabaya

Januari 2024-March 2024

- Processed and reviewed 100+ job orders per month by cross-checking export-import documentation to ensure accurate system entry and smooth shipment execution.
- Assisted in preparing and verifying export-import documents (PEB, PIB, Shipping Instruction, Bill of Lading, Certificate of Origin) to support customs compliance and operational efficiency.
- Conducted invoice verification and freight cost input into the internal system to maintain billing accuracy and documentation records.
- Supported liner booking coordination and shipment tracking to monitor cargo status and assist operational activities.

Organization

Himpunan Mahasiswa Teknik Transportasi Laut (HIMASEATRANS)

Staff of Student Welfare

Surabaya

April 2023-Desember 2023

- Coordinated 12 academic support sessions for midterm and final exam preparation, engaging an average of 30 students per session and supporting structured learning participation.
- Managed a student database of 100+ members to ensure accurate data recording and timely distribution of welfare assistance.
- Facilitated communication between students and faculty representatives to address welfare-related concerns, contributing to faster issue resolution and organized administrative processes.

Committee/Volunteer

Generasi Integralistik (GERIGI) ITS 2023

Expert Staff of Mentor

Surabaya

July 2023-August 2023

- Led and monitored one mentoring group of 10 mentors handling 200+ new students, ensuring mentoring activities were delivered effectively and aligned with committee objectives.
- Monitored mentoring progress and provided guidance to ensure alignment with committee objectives and activity delivery.
- Designed and developed mentoring materials and activity frameworks to support effective orientation implementation.

Seatrans Festival (TRANSFEST) 2022

Staff of General Secretary

Surabaya

March 2022-November 2022

- Managed official correspondence and documentation with 20+ external stakeholders to ensure accurate information flow and timely coordination.
- Maintained structured administrative records, including project timelines and meeting summaries, improving coordination efficiency and minimizing scheduling conflicts.
- Coordinated administrative preparation, including issuance of 100+ participant certificates and documentation control, contributing to smooth and organized event execution.

Pelatihan Spiritual dan Kebangsaan (PSB) ITS 2022

Staff of Secretarial

Surabaya

July 2022-August 2022

- Organized and maintained administrative documentation, including schedules, participant data, and reports.
- Managed the registration process by collecting and verifying participant information for 100+ students, ensuring complete and accurate data entry and minimizing administrative discrepancies.
- Coordinated and guided new students during program activities, supporting structured execution and contributing to smooth event implementation.

CERTIFICATES

Export-Import Competency Certification Level I – LSK Ekspor-Import

2026

Learning Topics: Export procedures and regulations, sales contracts and Letter of Credit (L/C), sea and air export transportation, Incoterms 2020 and export cost calculation, as well as customs and export documentation through CEISA.

RELEVANT ACADEMIC PROJECTS

Final Projects

2026

Refuse Derived Fuel (RDF) Distribution Model to Support the Fuel Needs of Cement Industry

- Analyzed RDF supply-demand using forecasting methods and supply point clustering into distribution hubs.
- Optimized transportation routes and selected the most cost-efficient land and sea transportation modes using Excel.
- Analyzed logistics costs including land transportation, sea transportation, packaging, as well as carbon emissions and carbon tax.

Marine Transport Planning

2024

- Analyzed inbound-outbound cargo growth and sea freight demand, including optimization modeling for industrial area sea transportation planning.
- Planned terminal facilities and created terminal layout designs using AutoCAD.

SKILLS

- **Language Skill:** Bahasa Indonesia – Native | English – Intermediate
- **Hard Skill:** Microsoft Office (Word, Excel, Power Point) – Advanced Level | Autocad – Basic Level | Maxsurf – Basic Level
- **Soft Skill:** Team work, communicative, adaptive, responsible, observant, detail-oriented.



KEMENTERIAN PENDIDIKAN TINGGI, SAINS, DAN TEKNOLOGI
INSTITUT TEKNOLOGI SEPULUH NOPEMBER

Terakreditasi Unggul oleh BAN-PT, SK No. 885/SK/BAN-PT/Ak.Ppj/PT/XI/2023

memberikan

IJAZAH

kepada:

Della Septi Kuntum Wijayanti

Nomor Pokok Mahasiswa : 5021211008

Nomor Induk Kependudukan : 3509116009030004

Lahir di Jember, tanggal 20 September 2003

pada tanggal 6 Februari 2026 telah menyelesaikan Pendidikan Sarjana (S1)

Program Studi Teknik Transportasi Laut

(Terakreditasi Unggul oleh LAM TEKNIK, SK No. 0689/SK/LAM Teknik/AS/XII/2024)

berhak menyanggah gelar

SARJANA TEKNIK (S.T.)

Diterbitkan di Surabaya pada tanggal 13 Februari 2026

DEKAN

Fakultas Teknologi Kelautan

Dr. Ing. Ir. Setyo Nugroho
NIP 19651020 199601 1 001



REKTOR



Prof. Ir. Bambang Pramujiati, S.T., M.Sc.Eng., Ph.D.
NIP 19691203 199403 1 001



SERTIFIKAT KOMPETENSI EKSPOR-IMPOR

No : 0043/LVL-1/2026/LSK-EXIM

Ditetapkan kepada :

This certifies that :

Della Septi Kuntum Wijayanti

Lahir di Jember, 20 September 2003

Born in Jember, September 20, 2003

kompeten untuk Ekspor-Import Level 1

is competent in Export-Import Level 1

Jakarta, 18 Mei 2026

Jakarta, May 18, 2026

Ketua LSK,

Head of Competency Certification Board



Ahmad Aru Patria, S.IP., M.M.

LSK-EI 00050



TRANSKRIP NILAI UJI KOMPETENSI
NOTIFICATION OF COMPETENCY TEST RESULTS

LEVEL 1 (SATU)

NO. REG. SERTIFIKAT <i>REG. NO. OF CERTIFICATE</i>	0043/LVL-1/2026/LSK-EXIM
NO. SERI SERTIFIKAT <i>CERTIFICATE NUMBER</i>	LSK-EI 00050

NAMA PESERTA <i>TESTEE'S NAME</i>	Della Septi Kuntum Wijayanti
TEMPAT / TGL LAHIR <i>PLACE / DATE OF BIRTH</i>	Jember, 20 September 2003
TERDAFTAR DI LEMBAGA <i>INSTITUTION OF ORIGIN</i>	Lembaga Pendidikan Bushindo

NO	KOMPETENSI YANG DIUJIKAN <i>COMPETENCY TESTED</i>
1	Pendahuluan Ekspor
2	K3 di Bidang Ekspor-Impor
3	Ketentuan dan Prosedur Ekspor
4	Sales Contract
5	Substansi Letter of Credit
6	Perubahan Letter of Credit
7	Pengangkutan Barang Ekspor Melalui Laut
8	Pengangkutan Barang Ekspor Melalui Udara
9	Incoterms 2020
10	Prosedur Kepabeanan Barang Ekspor
11	Tatalaksana Kepabeanan di Bidang Ekspor
12	Menghitung Biaya Ekspor
13	Pemberitahuan Ekspor Barang (PIB) Melalui Ceisa
Batas Minimal Penetapan KOMPETENSI adalah Nilai Akhir Kompeten ≥ 80 <i>The minimum score required for being competent is ≥ 80</i>	

NILAI AKHIR YANG DIPEROLEH <i>FINAL SCORE</i>	92 (Sembilan Puluh Dua)
---	--------------------------------