



FAAHMA DE SYAHRONI SAPUTRA AKAMSI

FAAHMA/RONI

HR and IT Support professional with 6+ years of experience in Human Resources operations and 4+ years in IT Support. Strong background in recruitment, payroll administration, employee assessment, KPI monitoring, and HR documentation. Also experienced in IT infrastructure support, hardware and software troubleshooting, and network handling. Proven ability to work cross-functionally and support operational efficiency.

MY CONTACT

Status : Married

Phone : +62 87711440054

Email : desons9090@gmail.com

LinkedIn : <https://www.linkedin.com/in/faahma-de-syahrone-3b7145a7/>

Komplek Polri Cipinang Atas,
Blok L No.9, 15/05
East Jakarta

SKILLS

IT

- IT Support & Helpdesk
- Hardware & Software Troubleshooting
- Windows Operating System
- LAN / WAN Networking
- Microsoft Office & Excel
- Basic HTML & CSS

HRD

- Recruitment & Selection
- HR Administration
- Payroll & Attendance Management
- Employee Assessment
- KPI Monitoring
- HR Reporting

CERTIFICATIONS & TRAINING

BNSP – Spesialis Pencegahan Dan Penyelesaian
Perselisihan Hubungan Industri (2021)

BOOTCAMP Programmer – Front End (2025)

EDUCATION HISTORY

Universitas Pamulang

Bachelor of Law | 2017 – 2023 | GPA: 3.31

AMIK Bina Sarana Informatika

Diploma in Information Technology | 2010 – 2013 | GPA: 2.75

JOB EXPERIENCE

PT MITRA UNGGUL BOGATAMA

HR Regional | Sep 2019 - April 2026

- Conduct end-to-end recruitment process including screening, interviews, and candidate evaluation
- Manage payroll, attendance reports, and monthly HR reporting
- Handle employee promotion process through assessment and interview tools
- Maintain HR administration documents (in/out staff, employee data, contracts)
- Monitor employee KPI and performance reporting

NAGOMI SUITES

Staff Support | Jan 2019 - Aug 2019

- Provided IT support for hotel operations including network and internet systems
- Performed server checking and routine system monitoring
- Troubleshoot hardware, software, and connectivity issues
- Prepared monthly IT support reports

BIG TV PARABOLA & BOLT INTERNET

PT WCS & PT RPS

Coordinator Helpdesk Call Center | Nov 2016 - Oct 2017 | Nov 2017 - Dec 2018

- Led helpdesk operations and handled technical support calls
- Performed remote troubleshooting for customer technical issues
- Reactivated STB (paid TV services) and decoder systems
- Prepared operational and performance reports

PT INDONESIA MEDIA TV

Coordinator IT Aktivasi | Apr 2014 - May 2016

- Installed and activated satellite TV decoders and devices
- Troubleshoot laptop, PC, and networking issues
- Supported office staff with IT-related problems
- Coordinated with teams for device activation and service deployment

Surat Lamaran Pekerjaan

Kepada Yth.

Bapak/Ibu Pimpinan Perusahaan.

di Tempat

Dengan hormat,

Saya atas nama Faahma de Syahroni Saputra Akamsi berniat untuk melamar diperusahaan Bapak/Ibu selaku pimpinan/Management Perusahaan.

Saya yakin dengan pengalaman saya sebelumnya, saya merupakan kandidat yang cocok untuk perusahaan yang Bapak/Ibu Pimpin, dengan keterampilan dan pengalaman yang bisa dikembangkan kembali agar Perusahaan menjadi makin berkembang dan semakin maju.

Saya siap bekerja baik dengan individu maupun team agar target pekerjaan mampu diselesaikan dengan tujuan Perusahaan. Semoga dari CV dan Surat Lamaran yang saya buat, Bapak/Ibu berkenan untuk memberikan saya kesempatan untuk menjadwalkan Interview serta test sebagai salah satu syarat sebagai kandidat karyawan yang perusahaan Bapak/Ibu Pimpin.

Hormat Saya,

A handwritten signature in black ink, appearing to read 'Fab de', with a long horizontal stroke extending to the right.

Faahma De Syahroni Saputra Akamsi