

Ajibullah Yusuf

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PROFESSIONAL SUMMARY

Hello, my name is Ajib, originally from Bali (Indonesia). I am young, energetic, used to work under pressure, attention to detail and a little bit perfectionist. I am able to work as a team member, also creative thinker I can solve problem from easy to complex. I am hardworking and sincere, I am very good in communication with customer. I want to work in Canada because I want to find new challenge in terms of work, culture, weather.

WORK EXPERIENCE

Manager Administrator

Mar 2018 - Present

PT. Arjuna Global Nusantara • Jakarta, Indonesia

work in Freight Forwarding Company my job are:

- Plan, organize, direct, control and evaluate the operations of a transportation company
- Set safety procedures for the handling of heavy cargo and/or dangerous goods, and ensure compliance with transport regulations
- Monitor company's or department's performance, prepare reports for senior management.
- Recruit personnel and oversee their training.
- Plan, organize, direct, control and evaluate the activities of companies or departments responsible for co-ordinating, arranging and monitoring the transportation and movement of goods
- Arrange for shipping documentation and oversee the scheduling and dispatching of goods and the tracking and tracing of goods in transit
- Set performance goals, oversee the setting of transportation service rates and monitor revenue
- Negotiate with carriers, warehouse operators and insurance company representatives for services and preferential rates

Supervisor Finance

Feb 2017 - Mar 2018

PT. Halim Mitra Dirgantara • Jakarta, Indonesia

work in Freight Forwarding Company, my job are:

- Control the departmental budget
- Control the company or departmental budget.
- Monitor company's or department's performance, prepare reports for senior management, and plan for changes to schedules and policies
- Co-ordinate the financial planning and budget process, and analyze and correct estimates
- Set operations policies and standards, including determination of safety procedures for the handling of dangerous goods, and ensure compliance with transport regulations

Futures Trader

Oct 2013 - Nov 2014

PT. Ninestars Futures • Jakarta, Indonesia

- Develop long-term relationships with their clients by preparing investment strategies to help them achieve their financial goals, offering advice and information on various investments to guide them in managing their portfolios
- Prepare reviews of portfolios' positions.

EDUCATION

Bachelor in Business Administrator

May 2007 - Sep 2011

Indonusa Esa Unggul International University • Jakarta, Indonesia

I graduated with a Bachelor's degree in Management Economics with a satisfactory rating GPA of 3.04 out of 4.00, active in student affairs, public speaking and served one year as President of Toastmasters English Club on campus.

SKILLS

Comunication Skills

- Persuasive Communication
- Copywriting
- Public Communication
- Customer Service Assistance

IT Skills

- Camtasia Studio (Video Editing)
- Photoshop
- MS Word
- MS Excell

Language Skills

- Bahasa Indonesia
- English

VOLUNTEER WORK

Ranger Bukalapak Bekasi

May 2016 - Mar 2017

Bukalapak Community • Jakarta, Indonesia

one of best marketplace in Indonesia at that time was "Bukalapak" similar to amazon or alibaba but smaller version. from May 2016, i was choosen to become Partnership Program as "Ranger Bukalapak (Province Java and Sumatera)", these were my job:

- Become an official Trainer from Bukalapak team, focusing on teaching how to sell their own product and how to deal with customers.
- Maintain and develop human resources in each region motivate them to keep the spirit. work as a team to support.
- Become a presenter of seminars on event.
- Make monthly routine events, make monthly activity reports.