



# NURTIA PRATIWI SIAHAAN

+62 82136452037

nurtiasiahaan4798@gmail.com

Jl. Lantumenten III, Kota Jakarta Barat

## ABOUT ME

I'm a person who interested in the field of language and culture. I'm also focused person, hard worker, have desire to learn new experiences, and able to work with teamwork or individual. I can conversation into two languages which is Korean and English immediate level. I also have a good analytical thinking and creativity. I looking for opportunity to expend my skills.

## EXPERIENCE

### Universitas Islam Sumatra Utara Guide Tour of Miyazaki University's Students 2019 - 2020

- Preparing students need during the program
- Being a translator during the activities
- Attend and give some information to all students
- Explaining some regional cultures in Medan City
- Making itinerary for 3 weeks stay in Medan

### Eye level Medan English - Match Teacher 2021

- Teach Math for kindergarten and elementary school
- Teach English for kindergarten, elementary, junior high school, and senior high school
- Play games after class finish
- Give a good vibes and good mood to the children

### Government of Medan City Sister City of Medan - Gwangju, South Korea 2020 - 2023

- Teaching Korean basic language to all employes
- Attend a guest students exchange from Korea
- Become a Korean - Indonesian translator
- Participate in the program between Medan City - Gwangju City

### Medan Guide Tour 2022 - 2023

- Convey various kinds of information about places to guest
- Explaining about history, culture, social conditions
- Making itinerary for all activities during stay in Medan
- Sightseeing around city of Medan

### PT. Photo Ism Indonesia Store Manager 2024

- Devolve a business strategy to increase customers, sales, and profits
- Lead, motivate, train, guide and supervise store staff effectively
- Ensure optimal store services to create customer satisfaction
- Set work schedule, permissions, and other task for staff
- Maintain cleanliness, condition of store so that customers feel comfotable
- Handle issues arising from staff or customers, including complaints and criticism
- Conduct staff performance assessment & determine whether is necessary or not
- Prepare content and collaboration for sales promotion purposes

## EDUCATION

### Bachelor of English Literature Universitas Islam Sumatra Utara

Majors : English Literature

( 2016 - 2019 )

+GPA : 3.53 of 4.00

## CERTIFICATE

- Japanese exchange student's guide tour
- Cultural Exchange Program of Gwangju as a Participant
- Apreciation on The 1st Annual International Conference on Language & Literature
- Monitoring & Evaluasi Kompetisi Bisnis Mahasiswa Indonesia
- Expo & Semba University

## LANGUAGE

- Indonesia ( Lv. Native )
- English ( Lv. Advance )
- Korean ( Lv. Intermediate )

## SKILLS

- Creativity
- Communication
- Teamwork
- Languages
- Team Leader
- Software Skill