

Azralia Malika

Bekasi, Indonesia | Phone: 082122925746 | azraliamalika@gmail.com | www.linkedin.com/in/azraliamalika

SUMMARY

Fresh graduate in Psychology from Gunadarma University demonstrated skills in communication, problem solving, teamwork, mediator and has basic knowledge of using psychological test such as IST, RMIB, DAP, BAUM, HTP, WARTEG, and APM. Strong interest in human resource organization.

EXPERIENCE

Universitas Gunadarma

job analysis

Oct 2022 – Jan 2023

- Collaborate with 4 people in a team to compile a report on the job description and job specification
- Knowing the competencies and abilities required in a job position
- Successfully completed and presented the results of the report properly and on time

RSUD Cabangbungin

job analysis

Aug 2024 – Now

- HRD Staff

EDUCATION

GUNADARMA UNIVERSITY

2019 – 2023

Bachelor of Psychology, 3.45 / 4.00

CERTIFICATES

- Corrective Training Need Analysis
- SPSS Training Certificate for Psychology
- Human Resource Management Organization Training
- Occupational Health Principles for Controlling Occupational Health and Safety Risks
- Basic Computer Operation
- Micro Training Need Analysis, Apprenticeship Agreement, Learning Media Design of Training and Corrective Training Need Analysis
- Presentation Technique, Planning the Presentation of Training Materials, and Face-to-Face Training
- Basic Communication Skills
- Senior Recruitment Analyst, National Profesional Certificate Agency (BNSP)

ADDITIONAL

Technical: Microsoft Office (Word, Excel, Power Point).

Skills: Team work, Communication, Problem Solving, Mediator.