

CURRICULUM VITAE



Personal Information

Full name : **Thouvan** Trisna Sakti
Place, birth date : Bandung, June 29th, 1981
Marital status : Married
Blood type : A
Current address : Jl. Bendungan Jatiluhur VI No. 18 Tanah Abang Jakarta
Home address : Jl. Pesantren I No.16 Sukamiskin Bandung Indonesia

Educational Background

April 2008 - March 2009 : Research auditor, **Shizuoka University**, Humanity & Literature Faculty, **Japan**

April 2006 - March 2008 : **Japanese**, Kokusai Kotoba Gakuin Nihon Go Gakkou, Shizuoka, **Japan**

Sep. 2000 - April 2003 : **Information Technology**, College of MIS and Computer, **AMIKOM**, Yogyakarta
GPA : **3.66** of 4.00, with **Cumlaude**

Sep. 2000 - Nov. 2002 : **French**, Centre Culturel Francais, LIP, Yogyakarta

July 2000 - Sep. 2000 : **English**, World TOEFL Course, EF School, Bandung

March 1994 - Jan 1999 : Junior & Senior High School, **PM. Darussalam Gontor**, Ponorogo
Achievement : **90%** of 100, with **Cumlaude** (ممتاز)

Employment Record

Aug. 2011 – Mar. 2012 : **Marketing & Interpreter**, **Nippon Steel Trading Indonesia**, **Jakarta**

Responsibility : Marketing & administration duties (product knowledge by visiting, calling & emailing, followup P/O,S/C,shipping matters & documents, customs & import duty, also payments settlement of regular customers)
Market research of steel structures, steel parking system, car's body manufacture
Market research of steel roofing for Sanko Metal, a subsidiary of Nippon Steel
Interpreter during business meeting and presentation in customer's side
Translator of official documents (SNI,HS-Code and daily circular notices)
Procurement of materials for Nippon Steel partners' projects (Watahan Co. Ltd)
General affairs related job (Flight, hotel, rental booking & visit schedule arrangement)

Mar. 2011 – Jun. 2011 : **Interpreter (Contract)**, **Quality Assurance Dept**, **OPU (Optical Pick-Up Unit) Division**, **Sanyo Jaya Components Indonesia**, **Bekasi**

Responsibility : Translation & interpreter work from Japanese to Indonesian & English of below:
- Quality Assurance notifications
- Daily exchange emails
- Official documents (Working Instructions, Operating Procedures, ISO)
Guide for guest auditors from Sony, Panasonic, Toshiba-Samsung, etc while auditing.

Dec. 2009 - Dec. 2010 : **Japanese Sales Executive (Contract)**, **Bali Bird Park**, **Gianyar**, **Bali**

Responsibility : Sales for Japanese visitors, B to B relationship with Japan-related travel agents & tourism companies, **business trip to Japan**, advertising & marketing planning, translation works, guide for guests in the park, other ad hoc assigned duties.

Oct. 11-13, 2009 : **Japanese Interpreter** (Temporary), **JICA, Earthquake area in Padang, Sumatera**
Experience : As an interpreter & guide for JICA executives in meeting with government officers.
April 2006 - Aug. 2009 : Part-time worker (**アルバイト**) @ construction work, electronic, car components
(side-arm rest factory of **TOYOTA's** subsidiary), plastic parts, farm land, *bento* and
sushi industry, **Japan**
Experience : Erudition of Japanese working attitude, environment and spirit.

Feb. 2004 - March 2006 : **Operation Manager, LasCo.Net, Bandung**
Experience : Managed a net cafe & became its IT administrator with a team of five co workers,
wrote weekly reports to investor, as an IT reseller of Toshiba, hp, Cisco, Intel, etc.

Sept. 2003 - Jan. 2004 : **Sales Engineer, Ultima Computer, Bandung**
Experience : Performed business with public & private sectors in IT procurements, analyzed &
promoted mainly hp's (Hewlett Packard) & Cisco's products.
Achievement : Increased profit by **20%**

Language Skill

Japanese : Fluent, **JLPT 1, 281** of 400 (**2009**)
English : Fluent, **TOEFL, 583** of 673 (paper based, **1999**)
Arabic : Intermediate (**1999**)
French : Intermediate, **bien (2002)**

Computer Skill

Operating systems : Windows, Mac X
Advanced knowledge : Microsoft Office & Outlook, corporate IT solutions, networking, ITIL

Vocational Activity

Feb. 7, 2012 : Consecutive Interpreter, Reclaimed Waste Water Committee Meeting, **JICA**, Bali
Sep. 23 - Oct. 1, 2010 : Participant of Sales Mission & Table Top for JATA World Travel Fair 2010 and Bali
Promotion Committee held in **Tokyo, Nagoya & Osaka, Japan**
May 2004 - June 2004 : Business trip to Kuala Lumpur, Penang & Johor, **Malaysia**
Feb 22 - 28, 2004 : Sales & marketing of **hp** booth, Computer Mega Bazaar 2004, Bandung
Achievement : Sold 23 notebooks in one day of the expo
May 2001 - July 2001 : Working committee volunteer, French Independence Day, Yogyakarta
Achievement : Collected 60% of donation for the celebration

Personality

Strength : Self motivated, fast learner, influential, keen to acquire new skill, persuasive