

# Bernadus William

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## Summary

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Talented Assistant Manager Possessing in-depth knowledge of Marketing, as advanced understanding of Management. Personable and friendly with superb negotiation and presentation skills.

## Skills

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- Process improvement
- Project management
- Project control
- Personnel management
- Talented multi-tasker
- Flexible thinker
- Complex problem solver
- Visionary

## Work History

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- 05/2014 to 08/2014      Warehouse Supervisor  
Galen International Trading – Taipei, Taiwan
- Loaded and Unloaded pieces into boxes for shipment
  - Led warehouse improvement initiatives and advance operation efficiencies.
  - Trained staff on material handling process to reduce shipping times.

## Education

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- Current      Bachelor of Business Administration: International Business and Trade  
Ming Chuan University – Taipei, Taiwan
- 2013      Senior High School – Science  
UPH COLLEGE – Tangerang, Banten, Indonesia
- 2010      Junior High School:  
Dian Harapan School – Tangerang, Banten, Indonesia

## Computer Skills

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Type English 40-50 WPM, PowerPoint, Word, Excel, Photoshop, Illustrator

## Languages

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- Bahasa Indonesia
- English
- Mandarin