



# JENNY WIBOWO

## Address:

Mojotunggal Kidul Blok B/  
Galaxy Royal Palace 9-3  
Kel. Mojo Kac. Gubang  
SURABAYA 60205

## Contact:

0877 1828 6989  
jenny\_wibowo@yahoo.com

## Date of Birth:

28-11-1983

## LANGUAGES

### English



### Indonesian



## SOFTWARE SKILLS

### Microsoft Word



### Microsoft Excel



### Microsoft Powerpoint



### Adobe Photoshop



## PERSONALITY

- ✓ Optimistic
- ✓ Patient
- ✓ Communicative
- ✓ Creative
- ✓ Exactitude

## OBJECTIVE

I am a fast learner, and i am always willing to learn. Develop my personal professional skill to demonstrate myself to be value added.

## SUMMARY

Resourceful and multi-talented Hotel Crew Member able to work in diverse area in Australia. Proficient in picking up new procedures and tasks quickly. I am hoping to encounter a hotel that enables me to sharpen my skills along the way. I highly motivated and devoted to the needs of the customer, Personable and friendly with guests and colleagues alike. Recognized as an efficient worker and team player who generates significant growth in revenue and effectively motivates personnel to provide superior customer service.

## EDUCATION

1998 - 2001

SMUK Frateran Surabaya

August 2001 - December 2001

ELICOS (English Language Intensive Courses for Overseas Students)  
RMIT Melbourne

January 2002 - December 2002

Foundation Studies - RMIT University

January 2003 - July 2007

RMIT University

Bachelor of Business in Economics and Finance

## EXPERIENCE

01. 2008 - 06. 2014

Inventory finance manager

Marketing manager

Building Material Company: "Tunggal Jaya"

07. 2014 - 06. 2018

Owner

Inventory finance Manager

Employee Manager

Advertising Graphic Designer

Baby Clothing Manufacturer "Zurver Babyco"

## SKILLS

Well Organized.

Presentable.

Detail-oriented.

Accurate and efficient.

Statistician and Mathematician

Strong written and verbal communication skills.

A wealth of customer service experience.

Follows safety protocols and hotel procedures at all times.

## SOCIAL EXPERIENCE

Translator in weekly church bulletins

Interpreter of foreign sermon preachers

Book Translator