RIFQY GHULAM UTAMA

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PROFILE

ICT Business Management graduate aiming for a Junior SAP FICO Support role. Backed by hands-on experience in logistics and project coordination, with a strong commitment to bridging business processes and enterprise technology for high-quality outcomes.

EDUCATION

Telkom University *Aug 2021 - Apr 2026*

Bachelor of Management, International ICT Business Management

- Cumulative GPA: 3.63/4.00
- Course related: Related Coursework: project management, supply chain management in digital era, e-commerce, big data analytics, digital marketing, business regulation, international business and trade, blockchain, artificial intelligence.

WORK EXPERIENCE

PT Nusa Nectra

Business Development Internship *Mar 2024 - Sept 2024*

- Assisted in developing marketing content for Instagram, maintaining a consistent 3x/week posting schedule that contributed to a 15% increase in profile visits over 2 months.
- Conducted outreach to 10+ local cafés and roasters, converting 2 prospects into confirmed business meetings within the first month.
- Researched 5+ market segments and prepared sales materials supporting 3 client presentations for specialty coffee product offerings.

CV Prisma Mandiri

Procurement Admin *Dec 2025 - May 2026*

- Managed tender invitations via SAP Ariba, including bid acceptance/declination, BOQ-based pricing input, compliance document attachment, and on-time submission.
- Maintained Excel-based PO master database for China import and local procurement, ensuring accuracy of item, quantity, price, and vendor data.
- Coordinated L/C opening and management with banks for industrial blade imports from China, ensuring documents aligned with PO and supplier requirements.

LEADERSHIP EXPERIENCE

Search Telkom University

Staff *Sept 2022 - June 2023*

- Participated in internal marketing study discussions to deepen understanding of marketing principles, strategies, and real-world applications.
- Took part in company visits to observe professional marketing practices and gain insights into industry workflows and branding execution.
- Collaborated with a team of 32 members to brainstorm 10+ creative content ideas and promotional strategies aligned with the organization's values and target audience.
- Contributed to managing the organization's digital presence across 2 social media platforms, maintaining a consistent posting schedule that supported overall brand visibility.

ADDITIONAL

- **Technical/Hard Skill**: SAP FICO Core Settings, SAP S/4HANA, SAP Ariba, Canva, Microsoft Office, Big Data Analytics (Google Colab)
- **Soft Skill:** Project Management, Supply Chain Management, Problem Solving, Analytical Thinking, Interpersonal Communication, Sales Marketing.
- **Languages:** Native proficiency in Indonesian; Limited working proficiency in English (EPRT TOEFL Telkom Score: 515);
- Certifications & Training:
  - SAP Learning: Maintaining Financial Accounting Core Settings | Business Processes in SAP S/4HANA Sourcing & Procurement | Outlining Cost Management and Profitability Analysis.
  - International Lean Six Sigma Certification (NexMu Malaysia).
  - LSPP Profesional Quality Risk Management Officer Certificate (BNSP) based on SNI ISO 31000.