

To :

MR. _____

E-mail: _____@gmail.com

Dear Mr. M. Lutfi,

As a highly motivated and dedicated person with Information Technology (IT), strong design and interpersonal skills, I'd like to apply for an IT position.

As an IT and designer, I have been heavily involved in corporate IT development and printing work, which allowed me to develop strong IT skills, design and interpersonal skills, and now I am renovated to be involved in IT positions.

This experience has allowed me to develop design and organizational skills, which I think are especially important when looking for a full-time or freelance job while continuing to study.

I realize that you will receive an awful lot of applications for this job, but I would really appreciate the opportunity to show you my abilities in person.

I believe that I have a lot to offer your organization. I want to develop my professional skills and look forward to discussing my application with you in an interview. I have attached a copy of my resume for your consideration. I can be reached at any time with the details given above.

Thanking you in advance for your time,



Zaenal Arifin, S.Kom



IT Worker
+62 853 5167 3131



ABOUT ME

I am an open-minded individual with a good track record in printing, designing websites and networking. I have strong technical skills as well as excellent interpersonal skills. I am eager to be challenged in order to grow and improve my communication and professional IT skills gained through previous experiences in the IT sector.



EDUCATION

- 2010-2014 **S1**
UNIVERSITAS KOMPUTER INDONESIA
Bachelor's Degree in Information Systems
with CGPA 3.44/4
- 2000-2001 **KPC**
PIKSI ITB
Diploma's Degree Course in Web Program-
ming at Department of Informatics Engi-
neering ITB
- 1998-1999 **D1**
INDONESIA - JEPANG
Diploma's Degree in Graphic Design at Lem-
baga pendidikan Komputer Indonesia-Je-
pang



EXPERIENCE

- 2018-2019 **WEB DEVELOPMENT**
Web development at ciberindo.co.id,
Tangerang.
- 2006-2017 **HEAD IT**
Head IT at Yayasan SD-SMP Anni'mah, West
Java, Indonesia
- 2004-2005 **DESIGN AND PRINTING**
Design and printing for Billboard at Sinar
Mica Jakarta
- 1999-2000 **DESIGN AND LAYOUTER**
Design and Layouter for precast and print-
ing at PD. Besar, West Java, Indonesia



LANGUAGE

Language	Spoken and Written	Relevant Certificates
English	Intermediate	TOEFL - 453
Arabic	Intermediate	-



ZAEINAL
ARIFIN

CREATIVE **ZEIN**

Contact

+62 853 5167 3131

zeinprint@gmail.com

Jl. Bagusrangin No. 1A/50
Bandung - West Java



Skills

GRAPHIC & WEB DESIGN



Illustrator, Coreldraw, Photoshop,
Indesign, HTML, CSS, Bootstrap, Adobe Muse

WEB PROGRAMMING



PHP, Laravel, JavaScript

NETWORKING



Microtik, Linux Server

VIDEO EDITING AND ANIMATION



Premiere, 3DSMAX, Blender