



NANDA AMADA

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Perumahan Graha Mampang Mas Blok A4/5

Computer Science graduate with experience in data analysis, operational management, and team leadership. Proficient in Microsoft Excel, SQL, and reporting tools to support data-driven decision-making and improve operational performance. Certified in Occupational Safety and Health (AK3 Umum) by the Indonesian Ministry of Manpower (Kemnaker). Highly motivated to contribute analytical, IT, and problem-solving skills to support SKK Migas and the upstream oil and gas industry.

Pengalaman Kerja

Cakradata - Jakarta Sep 2024 - Dec 2024

Social Media Analyst - Freelance

Data and Teknologi

- Analyzed social media performance using Ripple10 to track engagement, reach, impressions, and audience growth across platforms (Instagram, TikTok, Twitter/X).
- Processed and analyzed social media data using Excel to monitor interaction metrics and identify performance trends.
- Developed weekly and monthly reports using PowerPoint, delivering actionable insights to support content strategy and decision making.
- Identified user behavior patterns and content preferences to improve content performance and engagement.
- Collaborated with internal teams to refine content direction based on data driven insights.

Project-Based Virtual Intern : Big Data Analytics - Kimia Farma Jun 2024 - Jul 2024

x Rakamin Academy - Indonesia

Internship

Pharmaceutical Industry

- Cleaned and validated datasets using SQL to ensure data accuracy and consistency.
- Analyzed transaction and product datasets to identify business trends and insights.
- Developed interactive dashboards using Looker Studio for reporting and visualization.
- Strengthened analytical and problem solving skills through data driven projects.

Dimsum Mertua - Depok Jun 2022 - May 2024

Team Lead - Full Time

Food & Beverage

- Led daily business operations and managed team performance using KPI based approaches, maintaining high customer satisfaction (4.9 rating across GoFood, GrabFood, and ShopeeFood).
- Conducted multi channel sales analysis across 22 products to identify trends and optimize menu performance, supporting revenue growth.
- Built operational and sales reports using Excel (Pivot Tables, LOOKUP, SUMIFS) to monitor performance and support data driven decision making.
- Conducted cost efficiency analysis to identify operational inefficiencies and improve overall operational performance
- Managed inventory planning and stock monitoring to maintain optimal stock levels and reduce the risk of overstock and stockouts.
- Optimized operational workflows and order fulfillment processes to improve service efficiency and consistency.
- Coordinated with suppliers to ensure raw material availability and support smooth business operations.
- Identified operational bottlenecks and implemented process improvements to enhance workflow efficiency.
- Collaborated with business owners to develop data-driven strategies and evaluate overall business performance.

Dimsum Mertua - Depok Jun 2020 - Jun 2022

Staff - Part Time

Food & Beverage

- Managed multi channel sales operations (Shopee, Tokopedia, GoFood, GrabFood, WhatsApp Business).
- Monitored order processing and ensured smooth end to end fulfillment.
- Handled customer inquiries and issue resolution to improve customer experience and retention.
- Conducted quality control checks before delivery to maintain service standards.

Pendidikan

Universitas Gunadarma - Depok Sep 2019 - Aug 2023

Bachelor of Computer Science, 3.38/4.00

Pengalaman Organisasi

Sports and Health Coordinator

- Organize and manage various sports activities to improve physical health and community engagement.
- Design and implement innovative programs to increase community participation.

Skills & Sertifikasi

- **TECHNICAL SKILLS:** Excel (Pivot Tables, LOOKUP, SUMIFS, Data Analysis) | SQL (SELECT, JOIN, Aggregation) | Data Visualization (Looker Studio) | Forecasting (Moving Average, Trend Analysis) | Data Cleaning & Transformation
- **CERTIFICATIONS:** Digitalent - Data Science Fresh Graduate Academy(2025) | Myskill - Bootcamp Data Analyst(2024) | Project-Based Virtual Intern : Big Data Analytics - Kimia Farma x Rakamin(2024) | Lepkom Gunadarma - SQL Server(2023) | Lepkom Gunadarma - JavaScript(2022) | Lepkom Gunadarma - Oracle(2022).
- **SOFT SKILLS:** Analytical Thinking | Problem Solving | Communication | Attention to Detail