

# Rizki Adi Prasetyo

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Cikarang, West Java, Indonesia

## SUMMARY

Information Systems undergraduate at President University with hands-on experience in ERP systems, particularly Epicor. Proficient in procurement, sales, and production workflows, with a strong foundation in business process analytics to identify inefficiencies and drive optimization. Demonstrates solid skills in project management, coordinating cross-functional tasks to deliver solutions on time and within scope. Known for strong analytical thinking, attention to detail, and a passion for enhancing business operations through digital transformation and data-driven decision-making.

## WORK EXPERIENCE

**PT. KSIimport-** Cikarang, West Java Jul 2024 - Aug 2024

Web Developer | Freelance

- Developed a responsive company profile website with ERP integration, improving operational efficiency by 40% in just 6 weeks.
- Applied business process analytics to identify pain points in customer service workflows, leading to the development of a WhatsApp-integrated system for laundry services, streamlining customer management by 35% for over 200 daily transactions.
- Increased client engagement by 65% through interactive UI/UX design and the implementation of a dynamic FAQ system to reduce support load.

**PT. Amatoa Jaya Sentosa-** Cikarang, West Java Jan 2024 - Feb 2024

Web Developer | Freelance

- Implemented a comprehensive Inventory Management System (IMS) using ERP principles, reducing manual inventory errors by 80% for over 1,000 imported goods.
- Conducted business process analysis to identify inefficiencies in stock management, leading to the development of a scalable system with real-time updates and automated stock monitoring, cutting stock discrepancies by 70%.
- Accelerated order processing by 45% through the automation of shipment tracking and optimization of warehouse layout and processes.

## PROJECT EXPERIENCE

**PUFA Computer Science Website** Sep 2024 - Present

Organizational Project - Research and Technology Division

- Led development team to build Go REST API backend with JWT authentication and RBAC, boosting system security by 80% and supporting 100+ concurrent users.
- Managed PostgreSQL database integration with structured ERD implementation, improving data performance by 65% and reducing query response time.
- Coordinated 3-month development timeline across backend and frontend teams, delivering scalable architecture for organizational research platform.

**Finance Management System** Apr 2025- May 2025

University Project - Welding Corporation PT Duta Nusantara Teknik

- Led 4-members development team using Laravel & Filament to deliver expenditure cycle automation system, reducing financial reporting time by 60% within 4-week timeline.
- Managed integration of 4 core modules (Balance Sheet, Income Statement, Cash Flow, Retained Earnings) with Filament admin panels, improving finance division efficiency by 45%.
- Delivered 100% on-time Laravel-based solution with zero budget overrun, enabling real-time expenditure monitoring for 200+ daily manufacturing transactions.

**Purchasing,Sales,Production Module Guide Book for User** Apr 2025-Apr 2025

University Project - Manufacturing Resource Planning

- Developed a comprehensive user guide book for the Purchasing, Sales, and Production modules of a Manufacturing Resource Planning (MRP) system using EPICOR System.
- Provided detailed instructions and best practices to streamline the implementation and usage of these modules, improving overall operational efficiency within the manufacturing process.

ORGANIZATIONAL EXPERIENCE

PUFA Computer Science - Cikarang, West Java

Sep 2024 - Present

Vice of Division- Research and Technology Division

- Spearheaded the development and maintenance of backend services and RESTful APIs, increasing system efficiency by 35% and enhancing data security protocols.
- Optimized MySQL database performance, reducing query load time by 40%, which directly improved data processing speed and reliability.
- Coordinated backend-frontend system integration, resulting in a 60% improvement in website functionality and a smoother user experience for over 50 weekly visitors.

Investment Club President University - Cikarang, West Java

Nov 2023 - Nov 2024

Academic Staff- Academic Division

- Boosted club engagement by 25% through the consistent publication of weekly educational content and live socialization events.
- Authored and published over 40 weekly financial articles across multiple platforms, educating members on market trends and investment strategies.
- Supported strategic planning for internal webinars and mentorship programs, contributing to a 20% growth in active member participation.

EDUCATION

President University - Cikarang, West Java

Sep 2023 - Present

Enterprise Resource Planning(GPA: 3.86/4.00)

Recipient of a 70% scholarship from Jababeka for 3 years of study at the university.

Relevant Coursework:

- Manufacturing Resource Planning: Proficient in planning and managing manufacturing workflows, material requirements, and production schedules using ERP tools to improve operational efficiency.
- Business Process Analysis: Skilled in dissecting and optimizing business processes at both strategic and operational levels.
- Accounting Information Systems: Solid understanding of accounting cycles, financial reporting, and automation in ERP environments.
- Product and Service Management: Experienced in managing the full lifecycle of products and services, from development to delivery, aligning operations with market needs and business goals.

COURSE CERTIFICATION

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|--|----------------------------|
| ● Agile Project Management   | Issued 2025                |
| ● Capstone: Applying Project Management in Real World                          | Issued 2025                |
| ● Foundation of Project Management   | Issued 2025                |
| ● Project Execution: Running the Project                                       | Issued 2025                |
| ● Project Initiating: Starting a Successful Project                            | Issued 2025                |
| ● Alibaba Cloud Certification (Alibaba Cloud)                                  | Issued 2024 - Expired 2026 |
| ● Asean Data Science - SAP Analytics Cloud & SAP Build Apps (Asean Foundation) | Issued 2024                |
| ● The Core HR and Analytics (The Corporate Demands)                            | Issued 2024                |
| ● Digital Marketing (Programing Hub)   | Issued 2024                |

## SKILLS & LANGUAGES

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**Hard Skills** : Epicor ERP (Procurement, Sales, Production Modules), Supplier & Vendor Management, Purchase Order Processing, Sales Order Management, Production Planning & Control, Inventory & Warehouse Management, Business Process Mapping, ERP Data Management, System Integration & Reporting.

**Soft Skills** : Communication & Negotiation, Cross-functional Collaboration, Problem Solving, Critical Thinking, Adaptability, Attention to Detail, Process Improvement Mindset.

**Tools** : Epicor ERP, Microsoft Office (Excel, Word, PowerPoint), Google Workspace (Docs, Sheets, Slides), SQL Database Management, Miro, Canva, VS Code.

**Languages** : Indonesian (native), English (advanced), Arabic (advanced).