



RIZKI ARVIAN

CONTACT

- +62821-3950-2011
- rizkyarvian92@gmail.com
- rizkiarvianjournoportofolio.com
- Bojong Gede, Kab. Bogor

SKILLS

- Public Speaking
- Broadcasting
- Microsoft Office
- Event Management

EDUCATION

Manajemen Informasi Komunikasi

Sekolah Tinggi Multimedia Yogyakarta

2019-2023

Spent 4 years in Yogyakarta, focusing on theoretical studies in PR and Broadcasting.

SMAN 113 Jakarta

2016-2019

LANGUAGES

- Bahasa
- English

PROFILE

I am someone who will continue to learn to become a dedicated and results-oriented professional, with a strong background in communication, events, and media. I have extensive experience in both work and internships, which has allowed me to develop strong analytical skills and reliable problem-solving abilities. I believe that hard work, commitment, and a passion for learning are the keys to success, and I always strive to achieve high standards in everything I do. I am very enthusiastic about facing new challenges and collaborating with individuals and teams to achieve common goals. Besides work, I also have an interest in the creative world, especially in the field of events, which helps me maintain a balance between my personal and professional life. I am confident that the combination of my skills and experience makes me a valuable asset in the workplace.

WORK EXPERIENCE

Social Media

January 2024 - Until Now

Dinas Perumahan DKI Jakarta (Unit Pengelola Dana Perumahan)

- Monitor the availability of media and ensure the smooth creation of content with the team in various mediums
- Together with the team, participate in creating social media content for publication purposes
- Monitor questions, comments, and complaints from the public through social media platforms, especially related to the smooth implementation of housing department programs
- Manage and monitor social media accounts related to housing programs from the housing department, ensuring smooth networks and housing systems
- Monitor and prepare event needs, especially in the form of socialization and publication of housing programs both digitally and in field activities
- Interact or serve as a liaison with external parties for routine socialization events
- Coordinate with the Public Relations team to align messages and content to be distributed via social media

Intern Public Relation

September 2023 - December 2023

Tanamtumbuh Media

- Becoming a liaison for Tanamtumbuh Media to the client.
- Creating a Pitch Deck that includes the Scope Of Work for the media partner's needs in a project
- Generating ideas for a campaign in disseminating information about a project
- Listing Key Opinion Leaders (KOL) and bridging the campaign to the selected KOL for a campaign

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CONTACT



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Bojong Gede, Kab. Bogor

ORGANIZATION & INTERNSHIP

- BEM STMM Yogyakarta (Kementerian Luar Negeri)
- Staff Program Division at MMTC Radio Yogyakarta
- Lope, Pis & Gigs
- Training #NyariPenyiar at IRadio Yogyakarta
- Part Of @lagikenapa
- Part Of Perunggu Showcase as a Floor Crew
- Internship as Podcaster at Lingkar Psikologi / Psycircle
- Head of the Event Division of Freshman Orientation Week (PKKMB STMM 2021)
- Internship Account Executive at Swaragama FM

WORK EXPERIENCE

Social Media

Mar 2023 - Jul 2023

Dxyary

- Responsible, together with the team, for all of the company's social media platforms.
- Creating a content plan with the team for weekly or monthly content across all company accounts on various platforms.
- Supervising together in the execution or production of social media content.
- Creating a upload schedule and uploading content.
- Providing a list of partnerships to Key Opinion Leaders (KOL's) or influencers for several content or campaigns being conducted by the company.
- Overseeing the achievement of the goals for each content published on every social media platform.

Intern Creative

Sep 2021 - Des 2021

Ikonser Channel

- Responsible for the creative process of 2 programs in collaboration with the Head Division of the Creative Team.
- Creating the design for the theme, program concept, and list of speakers.
- Searching for a list of companies to partner with for the program.
- Designing the program layout for each episode to be executed.
- Supervising alongside the editing team for the program's editing process.

CREATIVE PORTOFOLIO



Presented by Rizki Arvian

ABOUT ME

Hello, my name Vian. Who studied at Sekolah Tinggi Multimedia Yogyakarta, major in Management Information and Communication. Aroused my interest of participated in event and Marketing Area, while studying in my university.

EDUCATION BACKGROUND

2019

Management Information and Communication,
Sekolah Tinggi Multimedia Yogyakarta

2016

SMAN 113, Jakarta

2013

SMPN 272, Jakarta



PROFILE

NAME

MUHAMMAD RIZKI ARVIAN

BIRTH

JAKARTA, MAY 14TH, 2001

ADDRESS

BOJONG GEDE, BOGOR

EDUCATION

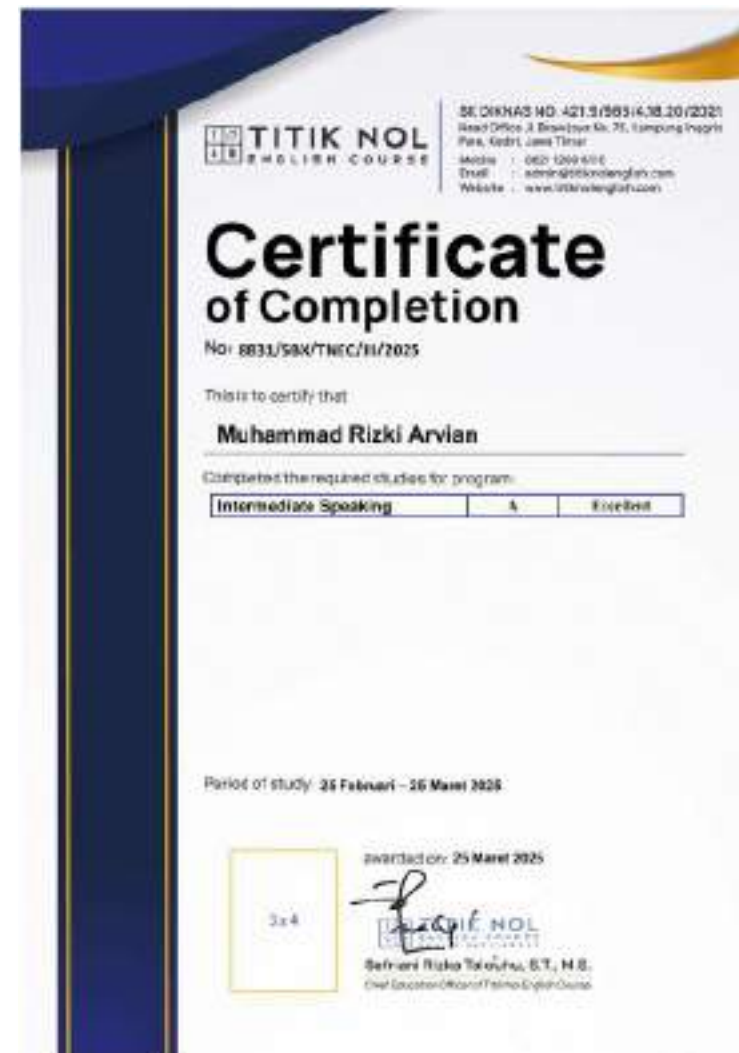
SEKOLAH TINGGI MULTIMEDIA

CREATIVE SKILLS

EVENT MANAGEMENT,
COPYWRITING, VOICE OVER,
SOCIAL MEDIA MANAGEMENT

MOST RECENT NON-FORMAL EDUCATION

TITIK NOL ENGLISH COURSE



Grammar (Online, 1 Month)		Program Speaking (Online, 1 Month)	
Subject	Materials	Subject	Materials
Basic	<ul style="list-style-type: none"> Introduction Verb Adjective Adverb Comparison Preposition & Interjection Adjective Phrase Adverbial Phrase Prepositional Phrase Noun Phrase Gerund Phrase To Infinitive Phrase 	Basic	<ul style="list-style-type: none"> Greetings & Responses Introducing Myself Similar Date, Time, and Frequency Present Continuous Tense Vocabulary Idioms Personal Info Conversation Transportation & Direction Properties of Things Strongly Adverb Phrase Prepositional Phrase Noun Phrase Gerund Phrase To Infinitive Phrase
Intermediate	<ul style="list-style-type: none"> Verb and Verb-Infinitive Relative Active and Passive Voice Conditional Sentences Relative Clause Reflexive and Reciprocal 	Intermediate	<ul style="list-style-type: none"> Pronunciation Subject Verb Agreement Tenses Idioms Idioms Describing Object Describing Event Describing Person Describing Place Preposition Comparative Comparative Comparative Comparative Comparative
Advanced	<ul style="list-style-type: none"> Adjective clause Verb clause Relative Idioms Relative clause Adverbial clause Relative clause Comparative Comparative Comparative Comparative 	Advanced	<ul style="list-style-type: none"> Describing Maps Describing Places Describing People Describing Comparison Proposing Solutions to Problems Speculating about Future Events & Outcomes Expressing Importance and Priority Imperative speech Using infinitives Using participles Evaluating Two Different Opinions Agreeing and Disagreeing Talking about Advantages & Disadvantages Focus on speaking Public Speaking

I took an English course at the beginning of my career, aimed at deepening my understanding of the language, especially in everyday speaking. It was a program that encouraged me to be more confident in speaking English, even though I wasn't raised in an English-speaking environment. I received an A for the entire class.

WORK EXPERIENCE

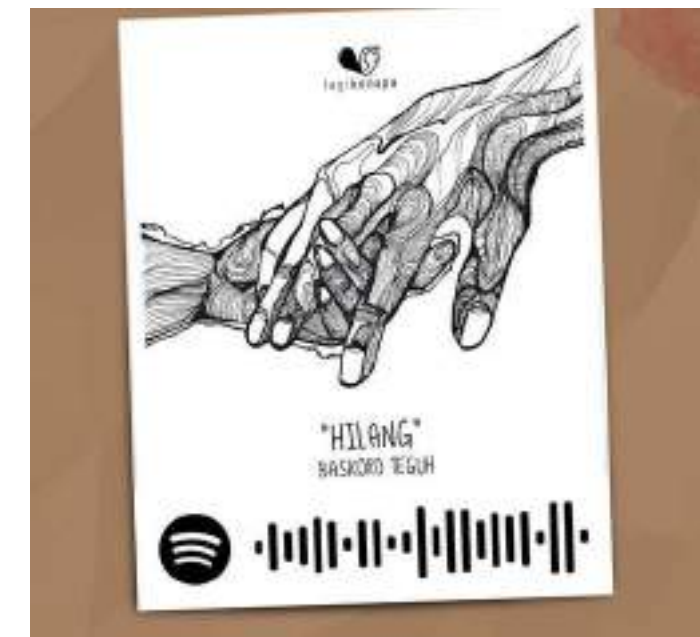
LAGI KENAPA



Coming in early 2020. January 6, 2020 to be exact. The idea that came from feeling that almost everything was falling. Feeling lonely is still a tricky thing to find a cure. My friend, however, offers... "If there's no cure... why don't we try to be that?" "Lagi Kenapa" was born again with all his unpreparedness, but with the hope that it could be an ear for those aroundy.

(click image to see)

BEBERAPA DARI LAGI KENAPA



BERSAMA PANCAINDRA



Along with PancaIndra.Id Media, which operates in the realm of film media, we also invite fellow filmmakers who uphold the same values, we try to bring up Related to issues regarding women from the past up to hopefully those that will not occur again, from a women's perspective and vice versa.



Parade Film MMTC 2021
as Marketing Division Staff



Public Announcer Radio Day #9
as Chief Marketing Division

(click image to see)



PKKMB 2021
as Chief Event Division



Jogja Violin Fest 2021
as Liaison Officer



WIRAGA #5
as Marketing Division Staff

(click image to see)

Hotel Show Mania



Shore Talk



"Namanya Juga Hidup"



KOMTIF 2022



(click image to see)

Internship Podcaster at Psycircle



Training #NyariPenyiar at I Radio Yogyakarta

(click image to see)

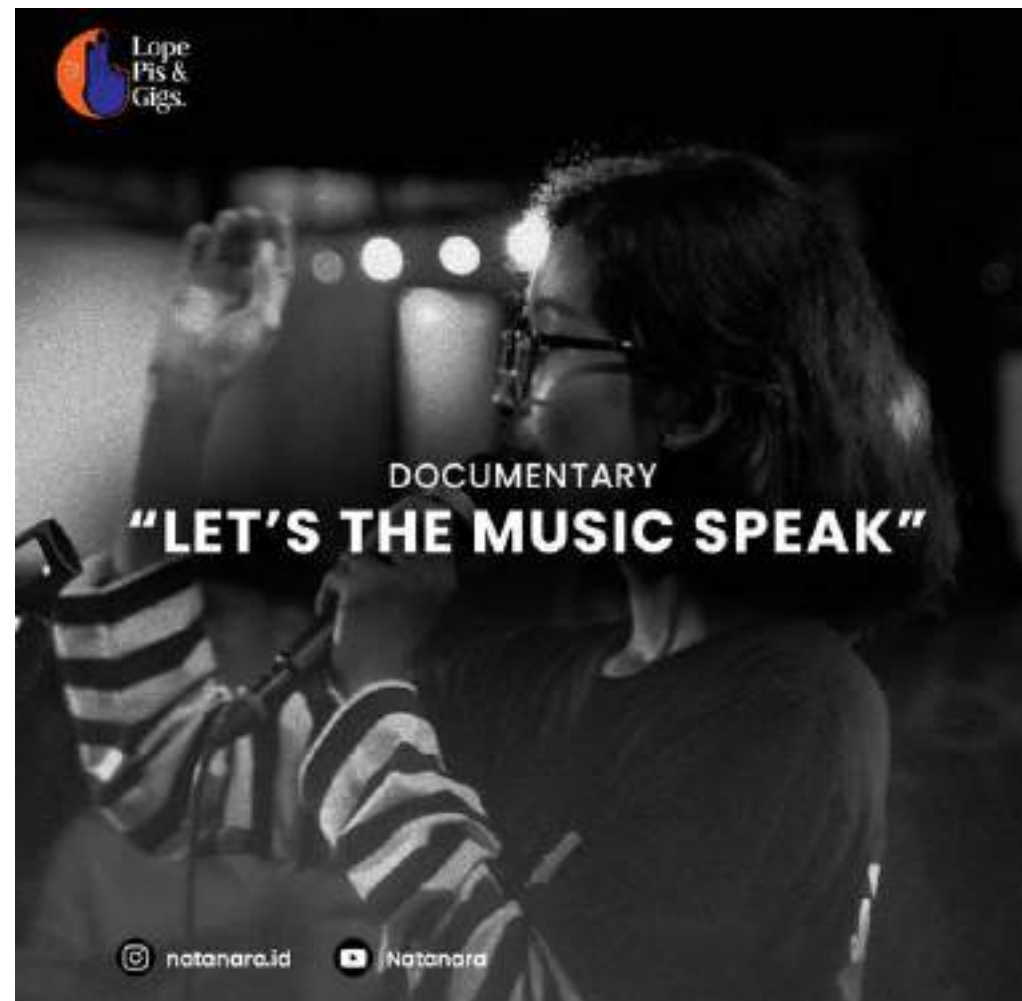
**Internship Account Executive
at Swaragama FM, Yogyakarta**



Podcast Ngomen

(click image to see)

LOPE, PIS & GIGS



Was given the responsibility as chief executive in a music event, at the end of 2021. Bringing purpose to friends who have works to give them the impression of showing work on an offline stage.

IKONSER MEDIA PRAMBANAN JAZZ FESTIVAL 2023

As Creative Intern Media Relation Team



PERUNGGU MOMERANDUM SHOWCASE YOGYAKARTA

As Assistant Production Team





In early 2023, I joined YBG as a social media admin for one of the retail fashion companies. There, I was responsible, along with the team, for managing all of the company's social media platforms. This included creating an upload schedule, uploading content, providing a list of partnerships to Key Opinion Leaders (KOLs) or influencers for various content or campaigns conducted by the company, and overseeing the achievement of goals for each content published on every social media platform.



Joined in late 2021 as an intern in the creative division. There, I was given the responsibility for the creative process of two programs in collaboration with the Head Division of the Creative Team. This involved creating the design for the theme, program concept, and list of speakers. Additionally, I was tasked with searching for a list of companies to partner with for the program and designing the program layout for each episode to be executed. I also served as a media representative for the Iconcert program at various national music festivals.

OH BEAUTY FESTIVAL 2023

As Operational Team



TANAMTUMBUH MEDIA

Intern Staff Communication



Joined in September 2023, I was entrusted with the responsibility as Communication Staff or Public Relations at Tanamtumbuh Media. There, I was given the task of being a bridge in several Tanamtumbuh projects alongside clients such as Museum Macan, Senyum Museum, and Nusae. Playing a role as a liaison for a media focused on the Arts medium, certainly left a special impression on me and provided a very interesting experience.

UNIT PENGELOLA DANA PERUMAHAN DINAS PERUMAHAN DKI JAKARTA

Staff Social Media



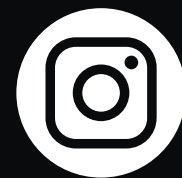
Joined at the beginning of 2024 as part of the communications team focusing on social media. Responsible for managing social media, from content planning and execution to publication. Additionally, tasked with documenting events that are either invited or organized, and serving as a communication bridge between these events and external parties.

THANK YOU

and Let's Work Together!



Rizki Arvian



@rizkiarvian



@rizkiarvian

