



Indraraja Purbosatryo

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QUALIFICATION SUMMARY

A professional with experience in IT support, web development, and financial market analysis. I am accustomed to working in a structured environment, collaborating with teams, and supporting company operations. Possess strong communication skills, a disciplined work ethic, and the ability to explain technical or analytical concepts clearly and practically. Flexible, responsible, and motivated to grow within a professional organization.

CORE SKILLS

- Communication and Coordination
- Problem Solving
- Client and User Support
- Analytical Thinking
- Time Management
- Team Collaboration
- Documentation and Reporting
- Adaptability

TECHNICAL SKILLS

Office Tools: Microsoft Office, Google Workspace, Libre Office

Digital Tools: Canva, Notion, Discord, Zapier, Adobe Photoshop, Adobe Illustrator, VS Code, MQL5

Web & IT: Server Maintenance (GNU/Linux and Windows), WordPress, CMS, HTML5, SvelteKit, Laravel, XAMPP, MySQL/MariaDB, Supabase, Git, Hosting Management, Web App Deployment, VPS deployment, Node.js, Sanity.io, FlyEnv

Analysis: Basic data analysis and performance analysis

EDUCATION

Universitas Islam Indonesia,	Yogyakarta
Fakultas Teknik Industri, Program Studi Teknik Informatika	Oktober 2015
<i>Sarjana Komputer (S.Kom.)</i>	2,73/4,00
Specialization in Computing and Intelligent Systems	

PROFESSIONAL EXPERIENCES

Independent	Remote
<i>Portfolio Manager</i>	2024 - now

- Develop structured trading plans based on predetermined rules and risk parameters
- Maintain a trading journal to track performance, decision-making, and risk exposure
- Implement disciplined risk control and performance evaluation to support consistent results
- Prepare reports to support evaluation and decision-making

Pesona Cipta	Yogyakarta
<i>IT & Web Developer</i>	2025 - 2026

- Maintain and monitor company servers to ensure system stability and availability
- Develop, manage, and maintain company websites
- Create website concepts based on business and operational needs
- Coordinate with internal teams to support digital and operational activities
- Provide general IT support and troubleshooting for staff
- Ensure digital systems and platforms operate efficiently to support day-to-day company operations

Pundi Digital

Social Media Analyst

Remote
2024 - 2025

- Analyzing content performance across various social media platforms
- Compiling insight reports to improve digital strategies
- Identifying trends to increase reach effectiveness

BasaBasa Learning Centre

Digital Marketing Strategist

Remote
2023 - 2025

- Designed and executed digital marketing strategies to increase brand visibility and student enrollment
- Produced high-quality marketing assets, including social media content and branding materials
- Managed Meta Ads (Facebook/Instagram) to drive leads and optimize conversion rates
- Manage social media presence and execute brand awareness campaigns to enhance institutional visibility
- Ensured consistent brand identity across all digital platforms and communication channels

UCP Roda Untuk Kemanusiaan

IT Support

Yogyakarta
2019 - 2023

- Provide and assist non-technical support to users with practical solutions
- Troubleshoot and doing maintenance for hardware, software, website, VPS, VPN and network issues
- Managed and design content for the official website, Instagram, and Facebook platforms

OneSign Photo Studio

Creative Designer

Yogyakarta
2017 - 2019

- Design promotional and branding materials
- Support marketing and digital campaigns
- Coordinate with internal teams to ensure project alignment

ADDITIONAL EXPERIENCES

Rankgasm

Copywriter

Remote
2024

- Writing SEO articles for blogs on various topics
- Conducting content research to support informative writing
- Optimizing posts to improve search engine rankings

Self Employed

Amazon Product Reseller

Remote
2019 - 2020

- Conduct product research and market analysis
- Manage product sales and shipping from Amazon
- Increase sales through digital marketing strategies

LEADERSHIP AND ORGANIZATIONAL EXPERIENCE

Al-Ikhlash Karangasem Mosque

Eid al-Fitr 1446H PHBI Event Chairperson

Yogyakarta
2025

- Lead the committee team in planning and executing events
- Organize programs and coordinate logistics
- Coordinate committees and event execution

Al-Ikhlash Karangasem Mosque

Vice Chairperson of Eid al-Adha 1446H PHBI Events

Yogyakarta
2025

- Assisting the committee chair in coordinating activities
- Organizing event schedules
- Contributing to event implementation

Al-Ikhlash Karangasem Mosque

Zakat Treasurer Coordinator

Yogyakarta

2019 - 2024

- Coordinating the receipt, recording, and verification of zakat, infaq, and sadaqah transactions across relevant units
- Overseeing the management and allocation of zakat funds to ensure targeted, compliant, and timely distribution
- Supervising the preparation, review, and consolidation of financial statements and zakat accountability reports for internal and external stakeholders

RAKANCA Youth Organization

Steering Committee

Yogyakarta

2018 - 2024

- Provide direction and guidance for organizational programs and activities
- Support strategic planning and decision-making processes
- Monitor program implementation to ensure alignment with organizational goals
- Coordinate with executive committee members as needed

Komisariat PSHT UGM

Coach Assistant

Yogyakarta

2020 - 2022

- Assisting coaches in regular training sessions for athletes
- Guiding new members in basic pencak silat techniques
- Assisting in the implementation of internal activities and championship preparations

VOLUNTEER EXPERIENCE

Project Child Indonesia

Volunteer Child Teacher

Yogyakarta

2018

- Teach children in weekly classes on a voluntary basis
- Create interesting and educational learning materials
- Build supportive relationships with students and other volunteers

Kumpul Sisan Shodaqoh #1 and #2

Event Treasurer

Yogyakarta

2015 - 2016

- Manage and record cash flow during the event
- Responsible for collecting and distributing funds
- Prepare transparent post-event financial reports

Sekolah Semangat Tuli-Deaf Art Community

Volunteer

Yogyakarta

2012 - 2014

- Assisting in the sign language learning process for deaf students
- Accompanying classes and supporting community activities
- Raising awareness of inclusion through creative approaches and empathy

LANGUAGE SKILLS

- English: Active
- Indonesian Sign Language (BISINDO): Passive
- French: Passive
- Arabic: Passive

INTERESTS AND HOBBIES

Sports, self-development, financial literacy, self-defense