



Simphony Valerian Sakinah

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Kelapa Gading, Jakarta Utara

Film and Television Production graduate with strong passion for the entertainment and event industry. Experienced as Floor Director at ANTV, Social Media & Liaison Officer at Jelajah Kuliner Nusantara, Talent Coordinator for BPOM mini-series, and Project Leader for Film Making Bootcamp. Involved in award-winning film productions, including Best Screenplay and Best Scriptwriter recognitions. Currently working as Personal Assistant and Social Media Specialist at PT Andamas Global Energi. Highly motivated to continuously develop skills, build a career, expand networks, and explore new experiences.

Personal Data

Place & Date of Birth : Jakarta, December 09, 2002
Gender : Female
Religion : Islam
Height / Weight : 157 cm / 65 kg

Education

Widyatama University 2020 - 2024
Bachelor's Degree in Film & Television Production (GPA 3.85/4.00)
SMAN 19 Bandung 2017 - 2020

Professional Experiences

ANTV February 06, 2023 - June 05, 2023
Floor Director

- Acted as audience warmer to maintain interactive and engaging atmosphere during live/studio shows.
- Managed backstage flow of talents to and from the stage.
- Assisted 3–10 talents backstage before and after performances.
- Coordinated with 5–10 crew members and program director for smooth execution.
- Conducted countdowns during live events.
- Worked in both small and large teams (10–50 people) depending on the program scale.

Andamas Group July 22, 2024 - Present
Personal Assistant & Social Media Specialist

- Coordinated with editing and graphic design teams for social media needs.
- Captured photo and video footage for corporate documentation and social media.
- Edited videos using InShot and CapCut.
- Managed and published posts on multiple social media accounts.
- Organized CEO's daily schedules and coordinated with internal & external stakeholders.
- Managing the flow of Purchase Requests (PR), Purchase Orders (PO), and Invoices from one business line to four sites within Andamas Group.
- Preparing monthly reports on content performance and audience interaction.

Organizational Experience

Film Making Bootcamp HIMASIVISI (Himpunan Mahasiswa Produksi Film & Televisi) October 2022 - January 2023
Project Leader

- Designed and structured the overall program.
- Coordinated with contributors and stakeholders to ensure smooth execution.
- Oversaw all event processes from planning, preparation, execution, to post-event evaluation

HIMASIVISI (Film & TV Student Association) June 2022 – July 2023
Head of Education, Development, and Community Service Dept.

- Designed and executed work programs to achieve organizational goals.
- Coordinated with teams to ensure smooth event execution.
- Hosted and facilitated interactive events.
- Monitored and evaluated programs to improve future activities.

Projects Events & Media Production

BPOM Mini Series

Talent Coordinator

- Recruited and negotiated with 3+ experienced talents within 3 days prior to shooting.
- Managed production schedules with 10+ talents.
- Briefed and coordinated talents before and during filming.
- Oversaw talent logistics and needs on set.

Jelajah Kuliner Nusantara (JKN)

Publication & Documentation

- Served as videographer for Ms. Loto Srinaita Ginting (Expert Staff, Ministry of SOEs).
- Produced photo and video content for social media.
- Delivered live updates via Instagram Stories on official JKN account.
- Coordinated with Key Opinion Leaders (KOLs) for successful collaborations

Skills

Hard Skills

- Proficient in using editing and design software such as Canva, InShot, and CapCut.
- Skilled in utilizing productivity and office tools, including Microsoft Office.
- Experienced in managing and understanding social media algorithms on Instagram, TikTok, and YouTube.
- Proficient in using scriptwriting software such as Celtx.
- Able to deliver stories effectively to communicate ideas, messages, or emotions to clients or audiences.
- Experienced in coordinating live broadcast or studio floor productions.
- Capable of managing the technical and operational aspects of stage performances, including theater, concerts, and other live events.

Soft Skills

- Able to collaborate effectively in both small and large teams.
- Strong ability to influence and motivate oneself and others.
- Quickly and effectively adaptable to new environments and work settings.
- Confident in public speaking.
- Highly socially perceptive and empathetic.
- Creative thinker with strong innovation and problem-solving skills.
- Effective and clear communicator.
- Strong emotional management skills.
- Skilled in client interaction and negotiation.
- Able to perform well under pressure while remaining focused, calm, and efficient.