My Portfolio.



NABILA NUR AULIA, S.PSI

World is not just what you see, it's how it makes you feel.

2021 - 2025

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About Me

BACKGROUND

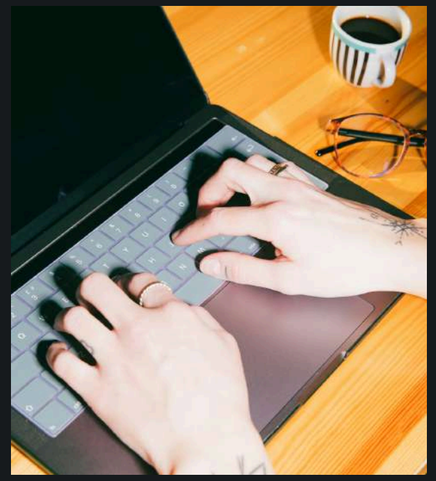
LULUSAN SARJANA PSIKOLOGI DARI UNIVERSITAS MUHAMMADIYAH JEMBER DENGAN IPK 3.46. MEMILIKI PENGALAMAN PROFESIONAL DALAM ADMINISTRASI SDM (HR) DAN PENDAMPINGAN KOMUNITAS. TERAMPIL DALAM MANAJEMEN ORANG, WAKTU, DAN PROYEK STRUKTURAL DENGAN FOKUS PADA PENGEMBANGAN POTENSI MANUSIA DAN EFISIENSI ORGANISASI.

Skills & Expertise

SOFTWARE

MS EXCEL & GOOGLE SHEETS

CANVA & POWERPOINT

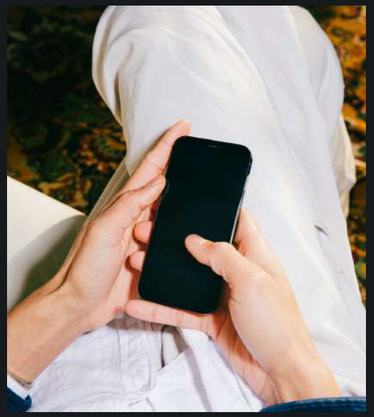


ADDITIONAL SKILLS

LEADERSHIP & PUBLIC SPEAKING

HR ADMINISTRATION

COMMUNITY EMPOWERMENT



Portfolio Overview

Potition 1

HR ADMINISTRATION INTERN DI DAFAM HOTEL JEMBER (JANUARI 2024 - JUNI 2024)

• ENTER NEW EMPLOYEE DATA INTO THE HRIS SYSTEM. • MANAGE LEAVE AND OVERTIME ADMINISTRATION PROCESS. • CREATEHR DOCUMENTS (CONTRACTS, WARNING LETTERS, ETC). • MANAGE EMPLOYEE DOCUMENTS (SALARY, BPJS, ETC). • ASSIST WITH PAYROLL AND SALARY PROCESS COORDINATE WITH HR TEAM AND OTHER DEPARTMENTS.

PORTFOLIO

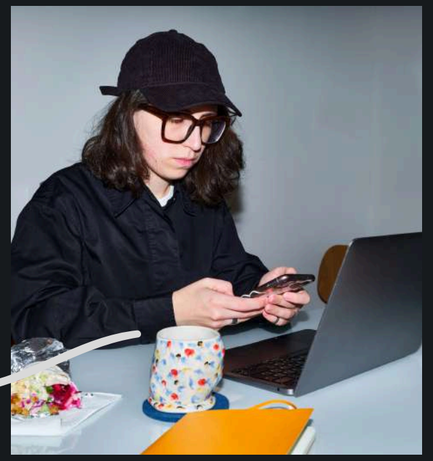


Potition 2

ASISTEN DOSEN ASSESSMENT KOMUNITAS DI UNMUH JEMBER

MELAKUKAN RISET ASESMEN KOMUNITAS, MEMBIMBING MAHASISWA, DAN MENANGANI ADMINISTRASI AKADEMIK

Branding & *project detail*



PROJECT 01

KETUA TIM PROGRAM PENCEGAHAN BULLYING (PSIKOEDUKASI DI SEKOLAH DASAR DENGAN 124 PESERTA).

PROJECT 02

KETUA TIM PENCEGAHAN PERNIKAHAN DINI DI DESA PETUNG (SOSIALISASI RISIKO PSIKOLOGIS KEPADA 46 PESERTA).

PROJECT 03

ANGGOTA TIM LAYANAN PENGADILAN AGAMA JEMBER (EDUKASI DAN KONSELING PENCEGAHAN PERNIKAHAN DINI).

LEADERSHIP & ORGANIZATION *Work*



2022 - 2023

HEAD OF THE MUHAMMADIYAH STUDENT ASSOCIATION CADRE DIVISION (IMM), FAKULTY OF PSYCHOLOGY, UNIVERSITAS MUHAMMADIYAH JEMBER.



2023 - 2024

HEAD OF THE MUHAMMADIYAH STUDENT ASSOCIATION (IMM), FAKULTY OF PSYCHOLOGY, UNIVERSITAS 2023-2024 MUHAMMADIYAH JEMBER

Driving Growth Through Leadership









ACHIEVEMENTS & AWARDS

1st Winner in the Essay Competition at Universitas Muhammadiyah Jember University, 2022

3rd place Winner for Best Presenter at the Psychology Research Journal Symposium at Universitas Muhammadiyah Jember University, 2025