Zoya Alfrida

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Profile

Recent law graduate with internship experience at Kejaksaan Negeri Surabaya and training in PKPA and Certified Contract Drafting. Interested in corporate law, contract drafting, Legal & Compliance and business environment. Detail-oriented, disciplined, and able to work with structured legal documents.

Experience

Kejaksaan Negeri Surabaya
Intern **2024**
Completed a 4-month internship at Kejaksaan Negeri Surabaya, managing evidence and confiscated goods, including labeling, documentation, storage, and data entry using SIBAKTI and ARSSYS. Participated in restorative justice proceedings, Phase II examinations, evidence destruction, and criminal trial preparation.

Laboratorium Hukum Universitas Negeri Surabaya
Daily Board Member **2022-2024**
Served as Daily Board Member (2023) and Public Relations & Publications Officer (2022). Handled documentation, publications for legal laboratory activities, coordinated study visits to LPKA Class I Blitar for 2021 batch students, and organized internship seminars for 2019-2020 batches.

Education

Universitas Negeri Surabaya
Bachelor of Law (S1) | GPA: 3.71/4.00. **2026**

Training

Certified Contract Drafter (CCD)—Justitia Training Center **2026**
Pendidikan Khusus Profesi Advokat (PKPA)—PERADI. **2026**
Microsoft Office Certification Course—DSAREA. **2026**

Organizations & Activities

Perancang & Ahli Hukum Kontrak Indonesia (PAHKI)
Member **2026**

Faculty Debate Competition
Participant in Faculty Delegate Selection **2023**
Participated in the selection process to represent the faculty in the inter-faculty debate competition.

Rangkul Puan Community
Creative Media Coordinator **2022-2023**
Served as Creative Media Coordinator (2023) and Media Staff (2022). Managed the Instagram account, created content, documented events, and edited publication materials. Supported awareness activities related to violence prevention and community outreach, including the 16 Days of Activism to End Violence Against Women (HAKTP), early marriage prevention talks at SMPN 31 Surabaya with DP3APPKB, donations, and self-defense classes.

KPPMH dan Pra-TD
Mentor **2022-2023**
Guided new students on academic and organizational activities, mentoring twice in 2022 and 2023.

Skills & Interests

Technical: Microsoft Office (Word, Powerpoint, Excel), Contract Drafting, Document management, Legal research, Legal drafting, Legal Writing
Soft skills: Legal & analytical thinking, professionalism, adaptability, Problem-solving, Leadership, Teamwork
Language: Bahasa Indonesia, English