

SHEILA GRACIA ANGELINA

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www.linkedin.com/in/sheila-gracia-angelina

SUMMARY

Results-driven Project Officer with a dual academic background in Computer Science and Statistics, and a strong foundation in software development and system analysis. Experienced in managing end-to-end IT project lifecycles, from requirements gathering and system design to deployment and documentation. Skilled in programming and system design, with proven ability to collaborate with stakeholders and lead cross-functional teams. Recognized with Magna Cum Laude honors, combining analytical expertise and technical proficiency to deliver scalable and high-impact IT solutions.

WORK EXPERIENCE

Project Officer at PT. Bina Inovasi Global (BINOVARA)

Oct 2024 - Present

- Led project planning and execution for software development, ensuring alignment with client needs and organizational goals.
- Collaborated with stakeholders to gather requirements and translate them into technical specifications for the development team.
- Perform system analysis and design, optimizing processes to improve software performance.
- Supervised and guided the project team in system analysis and programming tasks to ensure the timely delivery of project deliverables.
- Performed system testing, User Acceptance Testing (UAT), and database management to ensure quality and performance of applications.
- Developed and maintained project documentation, including system architecture and user manuals.
- Managed project timelines to ensure milestones and deliverables were completed on schedule.
- Key Projects:
 - PISN (Penomoran Ijazah dan Sertifikat Nasional), Kemdiktisaintek - Application for assigning unique national certificate numbers. Responsible for requirement analysis, database management, and testing.
 - Student Violation, BINUS - Internal application for monitoring student violations. Responsible for system testing.
 - BINUS Career, BINUS - Internal recruitment application for students and alumni. Responsible for system testing.
 - Developer Workspace, Bina Inovasi Global (BINOVARA) - Internal employee management application (attendance, leave, project tracking, etc.). Responsible for system testing.
 - New TFI, BINUS - Internal application for managing and monitoring student community service activities. Responsible for requirement analysis and testing.
 - Santo Leo Payroll, Santo Leo School - Internal application for managing employee payroll, salary calculations, and payment records. Responsible for requirement analysis, database management, and testing.

Project Staff at IT Division Bina Nusantara Group

Oct 2022 - Sep 2024

- Gathered requirements and conducted analysis to define the scope of various software development projects.
- Participated in system design discussions and contributed to the development of software applications using Laravel.

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- Conducted User Acceptance Testing (UAT) and provided support during the deployment phase, ensuring that system functionality met user expectations.
- Collaborated with developers to implement software solutions.
- Documented system processes and user guides to facilitate training for end-users.
- Coordinated project schedules and tracked progress to ensure timely delivery of applications.
- Key Projects:
 - SIAGA (Sistem Informasi Kelembagaan), Kemdiktisaintek - Application for higher education institutional registration (universities, study programs, and related services). Responsible for requirement analysis, Laravel development, database management, and system testing.
 - PILN (Penyetaraan Ijazah Luar Negeri), Kemdiktisaintek - Application for foreign degree equivalency. Responsible for requirement analysis, database management, and system testing.
 - PISN (Penomoran Ijazah dan Sertifikat Nasional), Kemdiktisaintek - Application for assigning unique national certificate numbers. Responsible for requirement analysis, database management, and testing.
 - Santo Leo Payroll, Santo Leo School - Internal application for managing employee payroll, salary calculations, and payment records. Responsible for requirement analysis, database management, and testing.

Junior Project Staff at IT Division Bina Nusantara Group

Mar 2021 - Sep 2022

- Supported requirement analysis, system design, and development tasks.
- Contributed in programming tasks using Laravel for web applications.
- Involved in system testing and debugging to ensure software functionality and quality assurance.
- Worked with senior staff to identify process improvements, leading to increased project efficiency.
- Helped maintain project documentation, including meeting notes and project updates, ensuring clear communication within the team.
- Key Projects:
 - IGCN (Indonesia Global Compact Network) - Application to support UN Global Compact initiatives in Indonesia. Responsible for requirement analysis, Laravel development, database management, and system testing.
 - BIDUK (Basis Integrasi Data Umat Keuskupan), Keuskupan Agung Jakarta - Application for integrated parishioner data management. Responsible for requirement analysis, database management, and system testing.
 - BINUS Partner, BINUS - Internal application for managing partnership contacts. Responsible for requirement analysis, database management, and system testing.

Associate Member at IT Division Bina Nusantara Group

Mar 2020 - Feb 2021

- Developed and maintained web-based applications using PHP, contributing to both front-end and back-end development.
- Collaborated with senior developers to design and implement database solutions using SQL Server.
- Conducted unit testing and debugging to ensure the quality and functionality of code, resolving system issues in a timely manner.

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- Key Project:
 - BINUSMaya, BINUS – Internal academic system serving students, staff, and lecturers. Responsible for full-stack development (PHP), including front-end, back-end, and database integration.

EDUCATION

Bachelor of Science in Computer Science and Statistics

Sep 2019 - Apr 2024

Bina Nusantara University

- GPA: 3.82 / 4.00
- Thesis on "Spatial Analysis of Disconnected Areas Using INLA Method with Website-Based (Case Study: Malaria Disease in East Nusa Tenggara Province)".

ADDITIONAL INFORMATION

- **Technical Skills:**
 - **Programming:** PHP, Laravel Framework, HTML/CSS, JavaScript, Java, R, C
 - **Databases:** Database Design, SQL Server, MySQL, PostgreSQL
 - **Development & Analysis:** Requirement Gathering, System Analysis & Design, UI/UX, Unified Modeling Language (UML)
 - **Quality Assurance:** Technical Documentation, QA Testing
 - **Version Control:** Git
- **Soft Skills:**
 - Communication
 - Team Leadership
 - Problem-Solving
 - Critical Thinking
 - Time Management
 - Project Management
 - Adaptability
- **Tools:**
 - **Design & Prototyping:** Figma, Adobe XD, Canva
 - **IDE & Development:** Visual Studio Code, Visual Studio, XAMPP, Laragon, PuTTY
 - **Database Tools:** DBeaver, SQL Server Management Studio (SSMS), phpMyAdmin
 - **Version Control & Collaboration:** Git, GitHub, Azure DevOps, Postman
 - **Modeling & Documentation:** Microsoft Visio, Diagram.net, Visual Paradigm
 - **Productivity:** Microsoft Office
- **Languages:**
 - Indonesian
 - English
- **Certifications:**
 - Memulai Pemrograman Dengan Java (Dicoding Indonesia, 2024)
 - Belajar Prinsip Pemrograman SOLID (Dicoding Indonesia, 2023)
 - Memulai Pemrograman Dengan C (Dicoding Indonesia, 2023)
 - Introduction to Data Science with Python (DQLab, 2021)
 - Introduction to Data Science with R (DQLab, 2021)
- **Awards/Activities:**
 - Magna Cum Laude Honors
 - Finalist for Statistics Enthusiastic Asia Student Paper Competition (ASPC) 2022 organized by Islamic University of Indonesia
 - Finalist RASIO: Statistics Olympiad 2021 organized by Padjadjaran University.