FETRUS MEILANO ILHAMSYAH



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State Administration graduate (GPA 3.55/4.00) with hands-on experience in administrative and data work, from managing digital documents for an international client to collecting Economic Census 2026 data in the field for BPS. Interested in digital coding and learns it through vibe coding and AI-assisted development; built FEEPAY.ID (a PPOB payment platform) and Telegram bots this way. Looking for roles in administration, data and reporting, or digital work, on-site or remote.

EDUCATION

STIA Bala Putra Dewa – Palembang, South Sumatra
Bachelor's Degree in State Administration | GPA: 3.55 / 4.00 | 146 credits | Graduated October 2026 — *2022 – 2026*

- Thesis: “Implementasi Digitalisasi Desa di Desa Sugih Waras” (village digitalization), graded A

WORK & INTERNSHIP EXPERIENCE

Founder & Developer – FEEPAY.ID (PPOB / Digital Payment Platform)
Independent project — *2025 – Present*

- Built and launched a PPOB platform for digital top-ups and payments (Laravel 12 backend, Vue.js frontend)
- Integrated Midtrans and Digiflazz, with queue workers and admin security layers; reached an A+ security audit grade
- Handle deployment on a Linux VPS (Nginx) and SEO setup through Google Search Console

Remote Administrative Support – International Client
Freelance / Remote | International client (Chinese supervisor) — *2024 – Present*

- Managed digital documents and administrative records
- Built automated workflows (JPG/TXT to PDF, TXT to VCF) to reduce manual work
- Supported content editing, digital operations, and project coordination

Mitra Statistik – Badan Pusat Statistik (BPS) Kabupaten Muara Enim
Part-time | Kec. Rambang Niru, Muara Enim — *Jun – Aug 2026*

- Collected Economic Census 2026 (SE2026) data door-to-door in Desa Air Limau
- Conducted interviews and entered data through the FASIH Mobile app; troubleshot validation errors

Data & Reporting Assistant – Economic Census 2026 (Business Unit)
Freelance — *2026*

- Assisted in completing SE2026-L forms for a small business unit
- Compiled a multi-month financial recap (wages, production, operational costs) for official government reporting

Freelance Video & Content Editor – *Freelance* — *2023 – Present*

- Edited short-form and documentation videos for academic and organizational needs, with transitions, basic color correction, and audio balancing

Part-Time Staff – Komisi Pemilihan Umum (KPU) – *Palembang, Indonesia* — *2021 – Aug 2021*

- Assisted in organizing the voting process, vote counting, and official reports in line with election regulations

Accounting Intern – Mitra Store, Prabumulih – *Intern* — *2021*

- Recorded daily transactions (sales, purchases, expenses) and prepared simple financial reports in Microsoft Excel

SELECTED PROJECTS

- **DiBot CV** – Telegram bot (Python) for VCF/TXT/XLSX conversion and contact cleanup, with QRIS membership payments; 200+ users
- **Personal portfolio website** (Laravel + Filament) with an admin panel for projects and certificates

ORGANIZATIONAL & VOLUNTEER EXPERIENCE

Student Class Leader (Ketua Angkatan) – *Palembang, Indonesia* — *2023 – 2026*

- Coordinated class activities and communication, acted as liaison between students and lecturers, and organized task distribution and schedules

Student Organization Member (BEM / DPM / HMI) – *Palembang & Muara Enim, Indonesia* — *2022 – 2026*

- Supervised program implementation and student budgets; took part in youth development and community programs, organized events, and managed activity documentation

Event & Village Documentation Volunteer – *Sugih Waras, Muara Enim* — *2022 – Jan 2023*

- Documented village events through photo and video, and prepared activity reports and summaries

CERTIFICATIONS

- BNSP Competency Certificate – Accounting and Finance (Institutional), KKNI Level II – LSP SMK Negeri 2 Prabumulih, 2022
- SE2026 Officer Training (online MOOC, 21 hours) – Pusdiklat BPS, June 2026
- AI Fluency: Framework & Foundations – Anthropic, October 2026

SKILLS

- **Administration & Data:** Digital document management, data entry and validation, Microsoft Excel, financial recap, report writing, workflow optimization, AI-assisted workflows
- **Web, Technical & Media:** Laravel, Vue.js, HTML/CSS, Python, Node.js, Telegram Bot API, Linux VPS (Nginx), GitHub Pages; video editing (CapCut, Premiere), Canva, Photoshop
- **Soft Skills:** Organization, communication, time management, teamwork, adaptability, attention to detail