

Elma Fitria

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About me

I graduated with a Law degree in 2021, achieving the distinction of top graduate with a GPA of 3.82. For approximately two years, I served as a teaching assistant, further enhancing my academic credentials. Following this, I pursued a master's degree in law, which I completed on time in 2023 with a GPA of 3.79. I am certified in advocacy training and proficient in Microsoft Office. Additionally, I am highly adaptable in fast-paced environments.

Education

Universitas Lambung Mangkurat (2017-2021)

Bachelor of Law – GPA 3.82

Achieved the 3rd highest ranking among graduates.

Title of Final Project: Perlindungan Hukum Terhadap Keselamatan Kerja Bagi Tenaga Kesehatan Dan Tenaga Medis Dalam Menangani Pasien Covid-19

Universitas Lambung Mangkurat (2021-2023)

Master of Law – GPA 3.79

Title of Final Project: Formulasi Asas Permaafan Hakim Dalam KUHP Indonesia Sebagai Bagian Dari Penerapan Restorative Justice

Certifications

Sertifikat Pelatihan Advokat PERADI

Sertifikasi Microsoft Office

TOEFL (540)

Skill

- Microsoft Office
 - Research Skill
 - Legal Problem-solving
 - Delegating
 - Counselling Skills
 - Negotiation
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Work Experience

Universitas Lambung Mangkurat (Banjarmasin)

Teaching Assistant (2020)

- Drafted the Regional Regulation Draft (RAPERDA) for Barito Kuala District.
- Conducted research, including a study on "The Urgency of Internalizing Women's Problems and Experiences in Natural Resources Regulation in South Kalimantan."
- Organized Focus Group Discussions (FGD).

Notaris-PPAT (Semarang)

Assistant (2024)

- Create authentic deeds that encompass all actions, agreements, and determinations required by law and/or desired by the interested parties to be declared in the form of authentic deeds.
 - Ensure the certainty of the date of creation of the deeds, store the deeds, and provide engrossed copies, duplicates, and excerpts of the deeds.
 - Authenticate signatures and establish the certainty of the date of private documents by registering them in a special register (waarmerking).
 - Record private documents by registering them in a special book.
 - Create copies of original private documents in the form of duplicates that contain descriptions as written and depicted in the relevant document (copy collationee).
 - Authenticate the conformity of photocopies with the original documents (legalization).
 - Create deeds related to land matters.
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