

DARRYL ANNE LANITA SIMANUNGKALIT

South Jakarta • lanita0734@gmail.com • +6287825992763 • www.linkedin.com/in/lanita-simanungkalit • @dar.lan07

ABOUT ME

I am a Fresh Graduate Bachelor of Law from University Pembangunan Nasional “Veteran” Jakarta with a strong commitment to developing a career in the legal field. With creative and critical thinking abilities, I strive to provide innovative solutions. I possess the ability to work effectively both in teams and independently. I am continuously seeking opportunities to learn and grow, acquiring new experiences and knowledge.

EDUCATION

Universitas Pembangunan Nasional “Veteran” Jakarta

Aug 2022 – May 2026

Law

GPA 3.90/4.00

EXPERIENCE

Staff Publications, Design and Documentation Division — Women's Day National Webinar SARASWATI UPN “Veteran” Jakarta

Mar 2025

- Designed and prepared the webinar live report to document event proceedings.
- Assisted in creating and designing participant certificates.
- Documented webinar activities and organized event documentation for reporting purposes.

Head of Design & Creative Media Division — Faculty of Law Election UPN “Veteran” Jakarta

Oct – Dec 2024

- Leading a creative team responsible for producing visual content for social media, posters, and event documentation.
- Coordinated with other divisions to ensure design materials aligned with publication and campaign needs.
- Supervised the development and distribution of promotional media related to the election.

Legal Internship — General Criminal Division at South Jakarta District Attorney’s Office

Aug – Sep 2024

- Assisted in managing and organizing legal administrative documents related to criminal case files.
- Observed and supported the preparation of prosecution documents and case materials.
- Attended court hearings to gain insight into prosecution procedures and the criminal justice process.
- Assisted prosecutors in reviewing case files and understanding the documentation flow within the criminal litigation process.

Delegate — International Summer School Program to Universiti Sultan Zainal Abidin, Kuala Lumpur, Malaysia

15 – 22 Aug 2024

- Participated in an international academic program and earned 10 academic credits along with an international certificate.
- Attended institutional visits, including the Ministry of Home Affairs, and engaged in community activities in Terengganu.
- Collaborated in group discussions and delivered a final academic presentation.

Staff Ticketing Division — Basketball Veteran Jakarta Cup

20 – 24 July 2024

- Managed ticket sales and participant registration at the event entrance.
- Assisted in coordinating audience entry and ensuring smooth ticket verification during the event.

Staff Sponsorship Division — Basketball Veteran Jakarta Cup**20 – 24 July 2023**

- Contacted potential sponsors and distributed sponsorship proposals to companies.
- Assisted in securing sponsorship support for the event.

VOLUNTEER

News Crew Division — Fanbase Ingshot Indonesia [Ingshot4shoid]**May – Present**

- Compiling all news from Ingshots official updates and relevant media to boost their visibility, after the materials are compiled then will be shared to the translation team if needed or posted directly by the social media team.

CERTIFICATIONS & TRAINING

- Data Classification and Summarization IBM SkillsBuild by Haktiv8 [2025]
- English Language Proficiency Test (ELPT – TOEFL Prediction) by UPA Bahasa UPN “Veteran” Jakarta [2025]
- Intensive Bootcamp Microsoft Excel by Karirnex [2026]
- Special Education for the Advocate Profession (Perhimpunan Advokat Indonesia / PERADI) [2026]

ADDITIONAL INFORMATION

- **Hard Skills:** Microsoft Office & Canva
- **Soft Skills:** Discipline, Attention to detail, Teamwork, Adaptability, Active listening, and Problem-solving skills.
- **Languages:** Indonesia – Native proficiency, English – Upper Intermediate
- **Interests:** Enjoy going to the gym occasionally and participating in women’s sport communities to stay active and maintain a healthy lifestyle.