

ALYA ASSYIFA SAGALA

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JAKARTA, INDONESIA

ABOUT ME

Communication graduate specializing in Public Relations from Sunan Kalijaga State Islamic University. Skilled in community development, public relations, event management, and copywriting, with a strong track record of collaborating across teams to achieve shared targets. Eager to learn new things and explore various aspects of human life, and bring fresh collaborative spirit to roles in communication, social, or public industry.

WORK EXPERIENCE

Human Resources Development Agency of the Province DKI Jakarta

Feb 2026 - Present

Senior Professional Assistant Staff

- Managed end-to-end operations for the foundational CPNS training program, supporting over 2.000 participants
- Checked, verified, and processed performance data and assessment scores for 160 civil service foundational training participants across 4 batches
- Collaborated with a cross functional team to execute weekly onsite foundational training programs, managing four cohorts per week.

Directorate General of Livestock and Animal Health (Ditjen PKH)

Sep 2024 - Nov 2024

Public Relations Intern

- Developed and produced 29 content (videos and infographics) for Ditjen PKH social media platforms and wrote a press release for Ditjen PKH official site.
- Played a role as a talent for educational video, documented and wrote the meeting minutes.

Perkumpulan Keluarga Berencana Indonesia (PKBI) Daerah Istimewa Yogyakarta (DIY) Jan 2023 - Mar 2023

Content Strategist Intern and Volunteer

- Managed content scheduled and ensured all content on PKBI DIY's social media platforms was published during prime time.
- Produced 13 content (videos and infographics) and played a role as a talent for educational video.
- Analyzed and designed monthly content calendars.

EDUCATION LEVEL

Sunan Kalijaga State Islamic University

Sep 2021 - Mar 2025

Bachelor of Communication Science, GPA 3.79/4.00

- Completed the Advertising Bootcamp 4. 0 by P3I (Persatuan Perusahaan Periklanan Indonesia), Ministry of Tourism and Creative Economy and Google Indonesia.
- Co-authored an ISBN registered book titled '[Komunikasi Adaptif \(Adaptive Communication\)](#)', contributing a chapter on audience reception of cultural values in film.
- Published a journal article titled, "[Women's Empowerment in the Community of Padukuhan](#)"

Nologaten, Catur Tunggal, Depok, Sleman Regency”.

- Awarded first place in the management issue essay competition at the Party of Public Relations by the Communication Studies of Sunan Kalijaga State Islamic University.
- Co-authored and published an anthology book titled, “The Journey of Self Improvement”.

Organizational Experience

Saling Sandar Community

Aug 2024 - Present

Member of Public Relations Division

- Collaborated with the team to design and execute 4 events (online and offline) between August 2024 and July 2025.
- Have coordinated over 50 participants at each event and maintain communication with 80 community members online.
- Collaborated with a partner to serve as Master of Ceremony (MC) for Sekolah Pasar Modal.

Idekata Community

Nov 2023 - Sep 2024

Head of Content and Copywriting Division

- Collaborated with and managed the performance of 5 division members.
- Develop work plans and fulfill organizational needs.
- With team, produced 16 contents for Idekata social media.

Beasiswa Unggulan Muda Indonesia (BUMI) Chapter Jogja Community

Feb 2023 - Feb 2024

Member of Human Capital Division

- Collaborated with the team to design and execute 11 community events.
- Develop and provide internal mentoring to organization members.
- Managed participant relationships by contacting almost 50 attendees via email and successfully integrating all into the WhatsApp group.

Student Association of Communication Science

Oct 2022 - Sep 2023

Member of Human Resource Development Division

- Served as liaison and managed fundraising intake for the organization’s social activity, “IKOM Share The Joys”, and served as Master of Ceremony for “IKOM Share The Joys”.
- Collaborated with the team to manage skill development for Communication Studies students and organized 11 events.

SKILL

Soft Skills: Communication, Teamwork and Collaboration, Adaptability, Conflict Resolution.

Hard Skills:

- **Design and Editing Software:** Canva and Capcut
- **Document Management:** Google Workspace (Docs, Sheets, Slides) and Microsoft Office Suites (Word, Excel, Power Point)