



NURUL AZIZATUL ISNAINI

Master of Islamic Religious Education

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I am an energetic person, I like details, comfortable meeting and interacting with many people. I have high initiative, leadership skills, and the ability to direct others to clear goals. Skilled in developing plans, organizing work processes, and ensuring activities run according to the strategy. In a variety of situations, I remain calm and focused on solutions. It is easy to build positive communication and working relationships, and can be an effective liaison between various parties. I work neatly, structured, meticulous, and like clear systems and procedures. Have a strong interest in continuing to learn new things and utilize analytical and creative skills as support in work.

EDUCATION

UIN Sunan Gunung Djati Bandung

S2 Islamic Religious Education | GPA 3.91/4.00

2022 – 2024

- Research: Teachers' Strategies in Shaping Students' Character Through Guidance Programs at Bandung Bilingual High School.

UIN Maulana Malik Ibrahim Malang

2018 – 2022

S1 Islamic Religious Education | GPA 3.84/4.00

- Research: Results of Teachers' Creativity in Increasing Student Learning Motivation Through Online Learning at MA Bilingual Batu.

WORK EXPERIENCE

UD. Bintang Jaya

Freelance Administrative Staff

2025 – Present

- Compile fertilizer import and production report documents.
- Archive customer database documents to report to the head office.

Taskmate.co

2024 – Present

Founder & Freelance Academic Assistant

- Guiding the completion of academic research tasks at the S1/S2/S3 level and generating repeat order rates of >90% & client satisfaction.
- Manage reliable data-driven research such as SINTA and Q1 level journals on Publish or Perish to improve quality of academic content.
- Build proactive communication and understand client needs, produce on-target output and always on-time.
- Lead freelance teams across fields to manage efficient workflows to achieve maximum productivity within short deadlines.

BU & LPDP Scholarship Mentor

2020 – Present

Freelance

- Guiding prospective scholarship recipients in writing essays and proposals for BU & LPDP.
- Provide structured and personalized feedback according to the characteristics of the scholarship program.
- Provide assistance via Whatsapp/Zoom chat during the scholarship proposal process and strategic direction which is adjusted to the characteristics of the intended program.

MA Bilingual Batu | Malang

2021

Fiqh Teacher

- Carrying out all teaching and learning activities for 6 months with a blended learning approach in all classes XI.
- Prepare lesson plans, digital teaching materials (presentations, modules, videos), and evaluation instruments according to the curriculum and student characteristics.
- Carry out all tasks of managing online classes, creating Google Form & Quizizz digital quizzes, providing feedback as well as reporting on student academic development.

ACHIEVMENT

UIN Sunan Gunung Djati Bandung

2022 – 2024

- Achievements: As a Master's graduate, the highest GPA with the title of Praise & Recipient of the BIB-LPDP Scholarship of the Ministry of Religion of the Republic of Indonesia for S2 studies with a full scholarship.

UIN Maulana Malik Ibrahim Malang

2018 – 2022

- Achievements: Recipient of the Indonesian Ministry of Education and Culture's Excellence Scholarship for S1 studies with a full scholarship.

ORGANIZATIONAL EXPERIENCE & ACTIVITIES

Formaca (Graduate Student Forum) | UIN Sunan Gunung Djati Bandung 2023 – 2024

Media & Publications

- Conceptualize and manage all digital publication materials, including poster, video, and social media content design, for branding and promotion of FOMACA activities consistently.
- Responsible for visual documentation and information distribution, as well as ensuring all publications are on time and in accordance with the goals and identity of the organization.

LPDP Islamic Education Special Class | UIN Sunan Gunung Djati Bandung 2022 – 2024

Treasurer

- Manage class cash flow.
- Make financial reports every month in a transparent and accountable manner.
- Coordinating with the team in the Academic Writing Design Thinking Training event, as well as collaborating with the presenter to ensure the smooth implementation of the event.

Ministry of Education and Culture Simfoni FM | Malang 2019 – 2021

Announcer Radio

- Conducting various radio broadcast programs FREE TIME (Random things on the sidelines of free), Indonesian International Relations (around Indonesia), MIZAN (Muslims today, da'wah and studies), FREE LINE (Greetings to listeners), and TRAFIC REPORT 3x a week according to the set schedule.
- Actively involved in various committee roles, ranging from administrative management, concept design & implementation annual events, technical & field coordination, activity documentation, to management of external communications and publications, with cross-divisional experience such as secretariat, events, and public relations in various programs.
- Establish strategic communication with all SMEs, lecturers, and campus leaders to build collaboration and support smoothness of the entire program.

FORSKIMAL (Lombok Student Study and Communication Forum) | Malang 2019

Secretary of "Mukhoyyamul Haiah"

- Compile and archive the administration of activities.
- Coordinate communication between divisions and participants.

SKILL

Hard Skills: Microsoft Office (Word, PowerPoint, Excel), Google Workspace (Docs, Sheets, Slides), Canva.
Soft Skills: Roactive Communication, Service Quality, Attention To Detail, Adaptability, Highly organized-oriented.

LANGUAGE

Indonesia (Native).
English (Professional).
Arab (Elementary).