WAHYU KELVIN SIHITE

Project Manager | Project Planning & Scheduling | IT Documentation
+6281338650664 | Email | Linkedin | Portofolio | Samarinda

Information Systems graduate (GPA 3.69/4.00) with hands-on project planning and scheduling experience: Project Charter, WBS, RACI Chart, Gantt Chart, cost estimate and baseline, and progress monitoring and reporting with Oracle Primavera P6 and MS Project. Delivered a multi-tenant digital archive platform for 50 government agencies using an Agile approach, with SRS, use case, and ERD documentation and three formal stakeholder presentations. Prepared to serve as a Junior Manager role to deliver projects on time and within scope.

EDUCATION

UNIVERSITAS ATMA JAYA YOGYAKARTA 2022 - 2026
Bachelor of Information Systems | GPA: 3.69 / 4.00

- **Relevant Courses:** Information Systems Project Management, System Requirements Engineering, Risk Management, Change and Innovation Management, IT Service Management, Business Process Modeling, Business Analysis and Modeling.
- **Thesis:** Evaluating the Service Quality of Indonesia's National Archival Information System (SIKN) using the PIECES Framework and Importance Performance Analysis (Grade A-).

PROJECT MANAGEMENT EXPERIENCE (File)

Project Planning, Scheduling & Monitoring 2024

- Built Project for Embun Pagi Caffe with 3 member team.
- Prepared project planning documents: Project Charter, Work Breakdown Structure (WBS), RACI Chart, and Human Resource Management plan, Stakeholder Register, Scope Statement, Risk Management Plan (Risk Register, etc)
- Built the project schedule and Gantt Chart and prepared the cost estimate and cost baseline.
- Used Oracle Primavera P6, Microsoft Project, Trello for scheduling, monitored progress, coordinated activities, and prepared progress reports.

WORK & INTERNSHIP EXPERIENCE

System analyst & Full Stack Developer (Web Developer Intern) Sep 2025 - Feb 2026
Dinas Perpustakaan dan Kearsipan Kota Yogyakarta | Yogyakarta, Indonesia

- Delivered a multi-tenant digital archive system used by 50 government agencies and 70+ admin users, from requirements analysis and design to development, testing, and release, using an Agile approach.
- Produced system documentation: architecture, use cases, and ERD, including three user roles (admin, member, contributor) with role-based access control.
- Managed key challenges (needs across agency fields, agency-specific terms, archival regulations, data security between agencies) and reported progress in three formal stakeholder presentations.

Student Staff Promotion Division Mar 2023 - Aug 2026
Partnership and Promotion Office | Yogyakarta, Indonesia

- Coordinated and presented at 15+ university expo booths across Indonesia (100+ new enrollments), and assisted a database-driven admissions strategy toward a target of 3,000+ new students per years.

ORGANIZATIONAL AND COMMITTEE EXPERIENCE

Publication and IT Coordinator Okt 2022 - Okt 2024
Himpunan Mahasiswa Sistem Informasi (HIMSI) | Yogyakarta, Indonesia

- Organized Innovation Week (IWEEK), a national scale event featuring Business Plan, Mobile Legends, and Front-End Web Development competitions.

Publication and Documentation Coordinator Mar 2025 - Aug 2025
Kuliah Kerja Nyata (KKN) 87 | Gunungkidul, Yogyakarta

- Delivered 10 individual projects and 5 group projects; produced documentation and publicity materials.

SKILLS & EXPERTISE

Technical Skills

- Project Management: Oracle Primavera P6, Microsoft Project, Trello, Notion; Project Charter, WBS, Gantt Chart, RACI Chart, cost estimate and baseline, scheduling, risk and change management, stakeholder register, scope statement.
- IT Documentation & Analysis: SRS, use case, ERD, BPMN, system architecture, requirements analysis, wireframe and prototype (Figma).
- Delivery & Quality: Agile, system testing (Katalon Studio, Cypress), role-based access control, stakeholder presentation, cross-team coordination.
- Data & Languages: Excel, Google Spreadsheet, Tableau; JavaScript, Next.js. Bahasa Indonesia (native), English (TOEFL ITP, May 2026).

CERTIFICATION & ACHIEVEMENTS (File)

- Oracle Primavera P6 Professional Project (Sep 2024); Tableau Fundamentals (Dec 2024); C|SCU, EC-Council (Jun 2023); ISO/IEC 27001:2013 ISMS, CBQA Global (Jan 2024)
- Best Presenter, KONSTELASI 2024 National Seminar (May 2024); UAJY Ambassador (Mar 2023 - Aug 2026)