

By. **Hasanuddin Hanif**

Data Entry

Data Entry Portfolio

2024



ABOUT ME

- Currently pursuing a Electrical Engineering degree at Universitas Negeri Semarang, Indonesia
- I am a Virtual Assistant with a keen interest in data entry. As a beginner, I am continuously learning and improving my skills to provide accurate and organized data management. My dedication to growing in this field allows me to support teams or companies in optimizing their data entry processes and contributing effectively to their operations.

Some Examples Of My Work

Data Entry & Research - Research SWOT Competitor Analysis

Brand	Strength	Weakness	Opportunity	Threat	Conclusion	Resources
Trip.com	Strong R&D, dominant position in the Chinese travel market	Reliance on Chinese market, intense competition	Post-pandemic travel growth, mobile markets	Online theft risks, global competition	Has strong R&D and a dominant position in China but faces risks from reliance on this market and fierce competition. It can grow internationally and in mobile, but must manage threats from competitors and online theft.	https://www.similarweb.com/website/trip.com/
Agoda	Competitive pricing, strong presence in SE Asia	Associated more with hotels than flights	Post-pandemic tourism recovery, airline partnerships	Intense competition, regulatory challenges	Offers competitive pricing and strong Southeast Asian market presence but is more hotel-focused. Opportunities include post-pandemic growth and new partnerships, while facing competition and regulatory challenges.	https://www.similarweb.com/website/trip.com/

Data Entry & Reserach - Analysis Key Success/Core Value & Marketing Strategy

Brand	Core Value	Key Success	Marketing Strategy	Social Media	Website	Conclusion
Kahf	emphasizes balance and moderation, promoting a brand ethos rooted in Islamic values while appealing to a broader male audience	Minimalism is a key value, with a design focus on simplicity and the use of natural colors like green to symbolize life and balance	Highlights its use of minimalist, modern designs and Islamic ethical principles in its campaigns to foster a connection with both Muslim and non-Muslim men	Kahf Instagram	https://www.kahfeveryday.com/	Focuses on natural, minimalist men's skincare, drawing on Islamic values and promoting healthy masculinity. Their marketing
Scarlett Whitening	Being a trendsetter in the Indonesian beauty market, offering products that resonate with local beauty standards and a desire for clear, glowing skin.	Affordable beauty products with high-quality ingredients that cater to diverse skin types. Strong product efficacy, delivering noticeable results such as skin brightening and nourishing through the use of vitamin C and other beneficial components.	Leverages endorsements from local celebrities and influencers, effectively reaching their target demographic through social media. Focuses on customer reviews and before-and-after transformation posts, which build credibility and encourage user-generated content.	Scarlett Whitening Instagram	https://scarlettwhitening.com/	Offers affordable, effective skincare, using celebrity endorsements and social media influencers to build trust and highlight product efficacy.

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Accenture
Bank of America
MetLife and MetLife Foundation
Morgan Stanley

RTX
Synchrony
Xandr

\$500K – \$999,999

Apple
AT&T
Craig Newmark Philanthropies
Dell Technologies

LSEG Foundation
News Corp
Olo for Good
Schulte, Roth, & Zabel, LLP

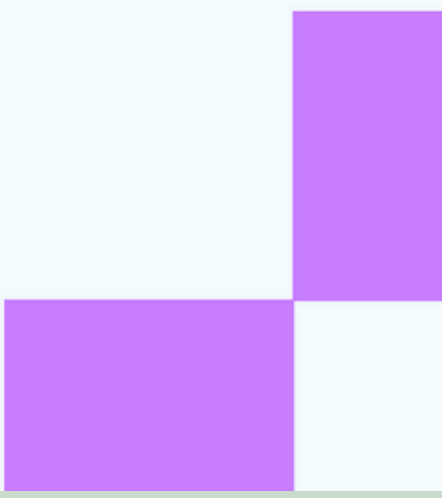


Image-To-Text Data Entry

No	Name	Email	Phone	Website	LinkedIn	Instagram
1	Accenture		1(216)672-0266	Accenture	Accenture LinkedIn	Accenture in Indonesia (@accenture_indonesia) Instagram
2	Bank of America			Bank of America	Bank of America LinkedIn	Bank of America (@bankofamerica) Instagram
3	MetLife and MetLife Foundation		18006385433	MetLife	MetLife LinkedIn	MetLife in Egypt (@metlife.egypt) Instagram
4	Morgan Stanley			Morgan Stanley	Morgan Stanley LinkedIn	Morgan Stanley (@morgan.stanley) Instagram
5	RTX	products@rtx.com	(781)522-3000	RTX	RTX LinkedIn	RTX (@rtxcorporation) Instagram
6	Synchrony		1 866-419-4096	Synchrony	Synchrony LinkedIn	Synchrony (@ synchrony) Instagram
7	Xandr			Xandr	Xandr LinkedIn	Xandr (@xandr) Instagram
8	Apple		0800-1-027753	Apple	Apple LinkedIn	Apple (@apple) Instagram
9	AT&T			AT&T	AT&T LinkedIn	AT&T (@attmx) Instagram
10	Craig Newmark Philanthropies	craig.newmark@gmail.com		Craig Newmark Philanthropies	Craig Newmark Philanthropies LinkedIn	Craig Newmark Philanthropies (@craignewmark) Instagram
11	Dell Technologies			Dell Technologies	Dell Technologies LinkedIn	Dell Technologies (@dell) Instagram
12	LSEG Foundation	marketingsl@lseg.com	94 112 416 000	LSEG Foundation	LSEG (London Stock Exchange Group) LinkedIn	LSEG (London Stock Exchange Group) (@lseg.plc) Instagram
13	News Corp	media@newscorp.com	212 416 3400	News Corp	News Corp LinkedIn	News Corp Australia (@newscorpaus) Instagram

Tools That I Familiar With



Google Docs



Notion



Monday.com



Gemini AI



ChatGPT



Canva



**Excel /
Spreadsheet**



GForms



Zoom



Figma



WORK WITH ME !

WhatsApp
082339946950

LinkedIn
<https://www.linkedin.com/in/hasanhanifff/>

Mail
mhasanuddinhanif@gmail.com



Frequently Asked Questions

Timezone

I live in Central Java, Indonesia and operate in GMT+7 Time Zone.

Office Hours

Monday - Friday 6 PM to 9 PM, Available for up to 15 hours per week.

Rate

My rate is \$10 per hour. You can hire me for a minimum of 20 hours per month (retainer).

Turn Around

Most projects will be completed within 24-36 hours. Otherwise, I will inform you that I'm not available/ the project is in the queue.



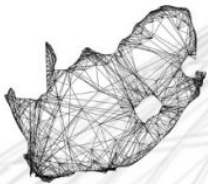
DATA ENTRY - INTRODUCTION CERTIFICATE

PROUDLY PRESENTED TO

MUHAMMAD HASANUDDIN HANIF

Online Modules Completed

◦ Data Entry Course Overview ◦ Computer Types for Data Storage ◦ Main Computer Components ◦ General Data Management & Privacy ◦ Getting to Know Excel ◦ Working with Cells ◦ Using Find & Replace ◦ Data Entry Formulas and Functions ◦ Most Used Functions ◦ Creating a Customer Database ◦ Checking Worksheet Integrity ◦ Filing Systems ◦ General Office Procedures ◦ Learning about POPIA



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