

COVER LETTER

Dear Purdue University Hiring Manager,

I am writing to express my keen interest in the Associate Program Specialist position at Shah Family Global Innovation Lab, as advertised. With a solid background in project management, extensive involvement in economic development research initiatives, and strong communication and problem-solving skills, I am confident in my ability to make significant contributions to the Shah Family Global Innovation Lab.

My academic journey in Industrial Engineering and Public Policy field has equipped me with the essential knowledge and skills to effectively manage projects and navigate the complexities of economic development research projects. Over the years, I have led and supported diverse research projects focusing on economic development. Notably, my research in gender equality within the plastic sector and challenges faced by youth entering the labor market emphasized the importance of sustainable economic growth and inclusive practices.

In my recent role at J-PAL Southeast Asia, I honed my project management expertise by effectively coordinating large-scale studies and ensuring successful survey dissemination, optimizing resources, and adhering to project timelines. Notably, I successfully led a study where I disseminated online surveys to more than 5000 adolescents studying child marriage motivations. Additionally, I orchestrated a survey dissemination to more than 3000 small banking agents, evaluating financial inclusion challenges.

My ability to communicate effectively, both in written and oral forms, has been instrumental in bridging gaps and ensuring seamless collaboration among team members, stakeholders, and partners. I excel in handling uncertainties, assuming responsibility, and meeting deadlines in dynamic and demanding environments. Furthermore, my detail-oriented nature, strong organizational skills, and ability to manage multiple tasks will enable me to assist in program planning, execution, and data analysis effectively.

I am inspired by the mission of Purdue's Office of Global Engineering Programs and Partnerships to foster globally competent engineers and make a direct impact on the quality of life for all individuals. I am eager to contribute my skills and dedication to support the objectives of the Shah Family Global Innovation Lab and the vision of transformative international experiences for engineering students.

Thank you for considering my application. I am enthusiastic about the possibility of further discussing how my qualifications align with the goals of the Shah Family Global Innovation Lab.

Sincerely,

Hylda Damayanti Puspita Ida Utami

HYLDA DAMAYANTI PUSPITA IDA UTAMI

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**Experienced policy analyst (6+ years) advocating gender & social inclusion issue in social-climate crisis
(Authorized to work in Indonesia and United States)**

Core competencies include:

Research | Project Management | Communication

PROFESSIONAL EXPERIENCES

World Resources Institute (WRI)

Indonesia

Gender Specialist

April 2021 – July 2023

Championing Gender-Inclusive Plastic Waste Management: Integrating Equality Perspectives for Positive Impact

- Developed a gender equality assessment report to understand the social issues in the existing plastics economy for Indonesia.
- Integrated gender equality and social inclusion aspects into Indonesia's Roadmap documents to ensure that plastic eradication actions align with the needs of marginalized communities.
- Hosted a gender training for plastic industry stakeholders in Indonesia, comprising government institutions, international organizations, private entities, and civil society organizations.
- Led collaborative efforts to raise awareness and understanding of the significance of gender considerations in addressing plastic waste issues.

J-PAL Southeast Asia

Indonesia

Research Associate

January – December 2022

Results-driven Research Coordinator adept at managing large-scale studies and driving successful survey dissemination for impactful projects.

- Proficiently coordinated and managed a large-scale Randomized Control Trial (RCT) study, overseeing both the national scale and pilot stage survey dissemination.
- Demonstrated leadership in efficiently leading the online survey dissemination to more than 5000 adolescents for the Child Marriage project and over 3000 branchless banking agents for a separate initiative.
- Achieved successful data collection and ensured adherence to research protocols, contributing to the successful execution of the projects and valuable insights for analysis.
- Effectively collaborated with cross-functional teams to achieve project objectives and contribute to the overall success of the research initiatives.

Oxfam Indonesia

Indonesia

Consultant

July – August 2020

Data driven policy analyst on youth and labor market topic

- Proficiently conducted in-depth stakeholder interviews with key government agencies, including Regional Development Planning Agency (Indramayu, Maros, and Wakatobi), Department of Industry and Trade, Regional Manpower and Transmigration Agency, as well as private sector representatives and youth population representatives.
- Skillfully performed comprehensive statistical analysis using The National Labour Force Survey (SAKERNAS) data, extracting valuable insights to inform decision-making and policy development.
- Demonstrated expertise in conducting a thorough assessment and generating detailed reports employing the Labour Market Assessment (LMA) approach, facilitating informed strategies to address labor market challenges for youth

Asian Competitiveness Institute (ACI)

Singapore

Graduate Research Assistant

Sept 2018 – March 2020

Adept coordinator and invaluable support to ensure the utmost research quality throughout research project

- Conducted comprehensive data collection of primary and secondary governmental sources, focused on measuring economic and productivity growth to drive evidence-based decision-making.
- Skillfully verified and analyzed collected data, resulting in the development of a robust competitiveness index for each province in Indonesia, contributing to strategic planning and policy formulation.

- Successfully managed and coordinated "The World Bank Group-Asia Competitiveness Institute Annual International Conference," fostering collaboration among diverse stakeholders, including universities, Indonesian Businessman Association (APINDO), provincial governments, and Coordinating Ministry of Economic, enhancing the exchange of knowledge and ideas.
- Ensured the highest standard of research quality by thoroughly reviewing and verifying papers authored by Indonesian researchers, contributing to the publication of the prestigious ACI Annual Report and promoting knowledge sharing within the academic community.

UNDP Indonesia – Innovative Financing Lab

Jakarta, Indonesia

Summer Intern

June 2019 – Aug 2019

Leveraging research, data analysis, and strategic coordination to drive social entrepreneurship and accelerate progress toward sustainable development goals

- Provided instrumental support to the Innovative Financing Lab, playing a key role in fostering social entrepreneurship and driving impact acceleration initiatives, contributing to the lab's success in promoting sustainable development goals.
- Actively engaged in research, data collection, and meticulous analytical review of the ongoing project, facilitating evidence-based decision-making and shaping impactful strategies.
- Skillfully contributed to event planning and coordination, liaising with both UNDP internal teams and external partners, enhancing collaboration and knowledge exchange to advance the lab's mission and amplify its positive impact.

World Bank Singapore

Singapore

Short Term Temporary Analyst

February 2019 – June 2019

Driving data-driven strategies and forging strategic partnerships

- Spearheaded comprehensive data collection and analysis efforts, yielding valuable insights into job creation opportunities driven by infrastructure projects across Indonesia.
- Forged strategic connections with government authorities and local contractors, fostering collaborative partnerships that accelerated project implementation and facilitated seamless coordination.

Ministry of Marine Affairs and Fisheries

Jakarta, Indonesia

Staff of Minister's Delivery Unit

May 2017-June 2018

Leading impactful policy initiatives, enhancing aid distribution efficiency, and pioneering innovative solutions for targeted government aid allocation in the fishing industry.

- Collaborated closely with the Minister and top government officials, actively participating in monitoring and evaluating the distribution of government aid while providing crucial policy insights to enhance aid distribution efficiency.
- Led the design and successful implementation of an efficient online administration system and Integrated Identity Card for Fishermen to track procurement, distribution, and impact of government aid, streamlining processes and ensuring effective utilization of resources.
- Conducted extensive training sessions for government officials and 1000 national enumerators on the integrated online system (SATU DATA KKP), ensuring a smooth data collection process and seamless recording of information related to fishermen's profiles and government aid.

EDUCATION

National University of Singapore, Master of Public Policy (Specialization in Economics and Development)

Bandung Institute of Technology (Indonesia), Bachelor of Science, Industrial Engineering

SKILLS

Language: Native Indonesian, Fluent in English (iBT Score 96), Fluent in Japanese (JLPT N2)

Computer: STATA, Google Apps, Slack, Word, Excel, Power Point