

Aulia Rizqi Hidayatunnisa

System Analyst | Business Analyst | IT Product Lead

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Information Systems graduate from Universitas Indonesia with experience in **system analysis, business analysis, product management, and digital transformation**. Experienced in gathering and analyzing **business and system requirements**, developing **PRD, BRD, FSD, TSD, and user documentation**, coordinating cross-functional stakeholders, and conducting **User Acceptance Testing (UAT)**. Strong understanding of **Agile/Scrum, software development lifecycle, system documentation, stakeholder management, and end-to-end system delivery**, with the ability to bridge business requirements and technical implementation.

EDUCATION

Universitas Indonesia

2022 – 2026

Bachelor of Information Systems

GPA: 3.07/4.00

PROFESSIONAL EXPERIENCES

System Analyst Intern

Directorate of Digital Transformation, Universitas Indonesia

January 2026 – September 2026

- **Oversaw system analysis and delivery across 3+ information systems**, covering requirements analysis, system planning, functional validation, UAT, and implementation support.
- **Led project meetings and internal coordination**, prepared presentation materials, aligned team deliverables, and facilitated stakeholder discussions throughout the development lifecycle.
- **Developed and maintained comprehensive system documentation**, including **PRD, BRD, FSD, TSD, user manuals, meeting minutes, and other project deliverables**, ensuring requirements and system specifications remained aligned.
- **Successfully led UAT and provided regular management reporting**, coordinating testing activities, tracking issues to resolution, and communicating project progress, risks, and key decisions.

Technical Writer Intern

Directorate of Digital Transformation, Universitas Indonesia

October 2025 – December 2025

- **Supported the successful on-time delivery and production implementation of 2 information systems serving 50+ users**, with system access and workflows covering 12 distinct user roles.
- **Developed and maintained comprehensive technical and functional documentation**, ensuring alignment between business requirements, system processes, and implementation throughout the project lifecycle.
- **Collaborated with System Analysts, Developers, and UI/UX Designers** to validate system functionality, maintain requirements traceability, and support smooth system implementation.

Founder

TemanMu Ruang Peduli

June 2025 - December 2025

- **Secured IDR 50 million in funding** and successfully established **TemanMu as a legal entity (PT)**, leading business development and organizational setup from ideation to execution.
- **Built and coordinated a peer counselor network**, including recruitment and engagement of prospective peer counselors to support the platform's service delivery.
- **Established a strategic partnership with a psychology bureau** and successfully organized **peer counselor training programs** to prepare prospective counselors with relevant foundational skills and competencies.

Scrum Master

RELIC Laboratory Website, Universitas Indonesia

August 2024 – November 2024

- **Facilitated Agile/Scrum ceremonies** and **coordinated cross-functional** development teams throughout the software development lifecycle.
- **Managed sprint planning**, backlog progress, stakeholder communication, and project milestones.
- **Monitored delivery progress** against defined requirements and success metrics to support timely project completion.

ORGANIZATIONS

BEM Fasilkom Universitas Indonesia 2023

Staff, Community Service Department

April 2023 – December 2023

- **Served as Person in Charge (PIC) of the School Program**, contributing to a **30% increase in participant** registrations compared with the previous year through program execution and outreach initiatives.
- **Initiated and coordinated fundraising activities** to support community service programs, while monitoring program execution and ensuring activities were delivered according to established targets.
- **Coordinated a stationery distribution initiative benefiting 50 children** of campus canteen vendors and security personnel as part of the department's community engagement programs.

Sintesa UI

Project Officer, Rumah Belajar Sintesa

March 2024 – June 2024

- **Secured IDR 10 million** in funding to support the implementation of Rumah Belajar Sintesa, a fully funded one-month UTBK preparation program.
- **Managed end-to-end program operations**, including participant selection, accommodation, meals, transportation, budgeting, learning activities, and coordination of teaching personnel.
- **Successfully selected 5 participants** to receive **fully funded one-month UTBK preparation**, while coordinating their accommodation and day-to-day program requirements.

SELECTED ACHIEVEMENTS

- **1st Place - Program Kreativitas Mahasiswa Penerapan Iptek OIM Universitas Indonesia (2024)**
- **Awardee - UI Incubate Hackathon 2025, Problem Solution Fit**

SKILLS

- **Business & IT Product Lead:** Business Requirements Analysis, Stakeholder Management, Process Analysis, Problem Solving, Solution Analysis, Cross-functional Collaboration
- **System Analysis:** Functional Requirements, System Analysis, System Planning, User Stories, UAT, System Documentation, SDLC
- **Project & Product Management:** Project Management, Agile/Scrum, Sprint Planning, Backlog Management, Product Roadmapping
- **Documentation:** PRD, BRD, FSD, TSD, SRS, User Manuals, Meeting Minutes, Release Notes, Change Requests
- **Technical & Design Tools:** Jira, Notion, Trello, Figma, Draw.io, Git, Google Workspace
- **Core Competencies:** Analytical Thinking, Communication, Leadership, Project Coordination