



# Nella Nabila

Communication/PR Officer

📍 92400 Courbevoie, France

[View profile on Dweet](#)

## Links

[LinkedIn](#)

## Languages

Indonesian (Native)

French (Fluent)

English (Native)

## About

Hi, my name is Nella from Indonesia.

I am currently finishing my apprenticeship at FMDV as a communication officer and work remotely as a communication/PR consultant at ASEAN Centre for Energy.

I am currently looking for a new opportunities in community, communication, event, content creation, and digital communication.

Thank you and feel free to reach me if you have further question about me

Talk to you soon,  
Nella  
+33749130808

### BRANDS WORKED WITH

ASEAN Centre for Energy

Embassy of Belgium

FMDV

FRENCH CHAMBER OF COMMERCE

## Experience



### ● Communications/PR Officer

ASEAN Centre for Energy | Sep 2019 - Now

- Experience working in social media to broaden reach and engage audiences.
- Manage the website with updating the content
- Writing and sending a regular newsletter to all ACE members
- Assist in the organisation of meetings and events in Southeast Asia and other countries for the multilateral energy programmes
- Edit documents (e.g., policy brief, op-eds, annual report) and improve their readability
- To manage the relations with the press (coordinate media inquiries, deliver press releases, proactively identify opportunities, etc.)
- Collaborate with the graphic designer to create visually appealing materials for print, digital and social media
- Plan the editorial calendar (Op-Ed, Policy Brief, Annual Report, etc)



### ● Communications Officer

FMDV | Mar 2022 - Apr 2023

- Prepare the online and offline events (design logo, logistic, venue, etc)
- Scheduling and publishing content on our LinkedIn, Twitter, and website
- Creating and sending monthly newsletters
- Create and produce of communication materials (logo, flyer, brochure)

### ● Trade Assistant

Embassy of Belgium | Sep 2017 - Aug 2019

- Prepare market research, Indonesian market for Belgian companies
- Organise B2B or B2G meetings as part of trade mission
- Trade shows & Exhibitions: Organizes the participation with the support of business team. - - Designs booth & visuals and coordinates event promotion etc.
- Identify opportunities and propose new partnerships

### ● Business Development

FRENCH CHAMBER OF COMMERCE | Mar 2015 - Aug 2017

- Supporting the France - Indonesia business enquiries by email and telephone; collecting, organising and presenting data on relevant sectors (market reports) and arranging follow-up appointments
- Researching potential members and identifying potential external part-

ners

- Trade shows & Exhibitions: Organizes the participation with the support of business team. - - Designs booth & visuals and coordinates event promotion etc.

- Identify opportunities and propose new partnerships

## Education & Training

---

2023

- **DIGITAL SCHOOL OF PARIS**

Master's Degree in Digital Communication,

2014

- **KEDGE Business School**

Master of Management,

2011

- **UNIVERSITAS INDONESIA**

Bachelor's Degree in Russian Literature,