



HOLYVIA BONGGA PASAU

Jl. H. Kalla No.2, Campagaya, Panaikang, Kec. Panakkukang, Kota Makassar, Sulawesi Selatan 90231

I am Holyvia Bongga Pasau, born in Ratte on 13 April 2002. I am a Public Health graduate with experience as an HSEQ Administrator at a head office. My work includes Health, Safety, Environment, and Quality administration, document management, reporting, and coordination with operational teams. I am organized, attentive to data accuracy, and committed to supporting workplace safety and quality standards.

Phone/WhatsApp : 082 137 737 645

Email : holyviaaabp@gmail.com

LinkedIn : Holyvia Bongga Pasau

Education

Hasanuddin University

Bachelor of Public Health | GPA 3.89/4.00

South Sulawesi | Indonesia

August 2020 - October 2024

Concentration Environmental Health

Thesis *Oviposition Preference and Abundance of Aedes Aegypti Eggs Using Ovitrap in the Service Area of Antang Public Health Center, Manggala District, Makassar City*

Summary

Major Career Role Public Health graduate with over one year of experience in head-office HSEQ administration for a nickel mining services contractor. Experienced in monthly HSE reporting, document control, hazard and Safety Accountability Program (SAP) reporting, and office and accommodation inspections.

Career History Specialized in Environmental Health at Hasanuddin University. Completed internships and field placements in environmental health, wastewater treatment, and hospital sanitation before working as HSEQ Admin Head Office at PT Gunung Samudera Internasional from June 2025 to September 2026.

Personal Competency HSE data reporting; document control; housekeeping and sanitation inspections; corrective-action follow-up; teamwork and cross-functional coordination.

Software Competency Microsoft Excel: data processing, PivotTables, and charts. Microsoft PowerPoint: monthly HSE presentations. Microsoft Word: document formatting and numbering.

Training Competency General K3 training (Kemnaker RI certificate); SMK implementation; training in ISO management systems, risk management, LOTO, and HSE planning.

Professional Work Experience

PT Gunung Samudera Internasional

Head Office, Makassar, South Sulawesi

June 2025 - Present

HSEQ Admin Head Office

Mining contractors specializing in nickel mining, mining infrastructure construction, heavy equipment rental, and labor provision (labor/outsourcing).

- Processed and consolidated raw monthly Excel data from one project site into charts, tables, and PowerPoint presentations for the Penanggung Jawab Operasional (PJO).

- Compiled health and safety performance, incident registers, OHS lagging indicators, leading indicators, HSE monitoring and communication, employee health data, reported illnesses, PPE receipts, and mining technical personnel competency data.
- Standardized document formatting and numbering and maintained registers tracking the issuance, revision, and disposal of SOPs, work instructions, forms, and other company documents.
- Conducted head-office hazard observations, compiled hazard reports received from the project site, and prepared and maintained hazard summary report registers.
- Observed Safety Accountability Program (SAP) activities at the head office, compiled site reports, and prepared and maintained SAP summary report registers.
- Conducted monthly office, accommodation, and kitchen inspections covering housekeeping, sanitation, food hygiene, electrical safety, and emergency facilities.
- Documented inspection findings, coordinated corrective actions with the General Affairs (GA) team, and followed up on outstanding findings during subsequent inspections.

Internship and Field Experience

Balai Penelitian dan Pengembangan Kesehatan Banjarnegara

Banjarnegara, Central Java

October - November 2023

Environmental Health Intern

- Participated in entomological surveys and insecticide testing for vector control.
- Gained practical exposure to GIS applications, field activities, and appropriate technology development in environmental health.

PT Kawasan Industri Makassar

Makassar, South Sulawesi

November 2023

Intern

- Studied primary-to-tertiary wastewater treatment processes, treatment technologies, and environmental compliance practices.
- Participated in community interviews and data collection to assess potential health impacts of nearby industrial activities.

Hasanuddin University Hospital

Makassar, South Sulawesi

June 2023

Environmental Health Field Placement

- Observed environmental compliance, reviewed hospital waste management and sanitation, and identified potential environmental health risks and improvements.

Organisational Experience

Search and Rescue Universitas Hasanuddin

Makassar, South Sulawesi

February - December 2023

Head of the Household Center

- Maintained inventory and asset identification records, tracked equipment loans and returns, and reported damaged, missing, or unusable items.
- Oversaw secretariat cleanliness, room use, and basic facility readiness, and coordinated repairs.
- Prepared inventory, maintenance, and asset condition reports and submitted procurement requests to authorized committee members.

Member, Publication and Documentation Division

- Created posters, banners, certificates, and social media content while maintaining consistent organizational branding and accurate event information.
- Managed publication schedules, documented activities through photos and videos, and edited materials for publication.
- Maintained structured digital archives and prepared publication and documentation summaries for handover.

Training and Certification

1. ISMKP

PPSDM GEOMINERBA

5 - 10 October 2026

2. AK3U Kemnaker RI

Exagama Merapi

19 May - 02 June 2025

3. Training Awareness

PT Inspirasi Duta Energi Abadi (IDEA)

26 April 2025

Topics: ISO 9001 (Quality Management), ISO 14001 (Environmental Management), ISO 45001 (Occupational Health and Safety Management), ISO 31000 (Risk Management), Lockout/Tagout (LOTO), and HSE Plan.

4. Basic Student Leadership Training (BSLT)

Faculty of Public Health, Hasanuddin University | Participant

August - September 2022

Personal Project

HSEQ Monitoring Dashboard

Created a personal dashboard using Antigravity to visualize HSEQ reporting data, including incidents, hazard reports, leading indicators, employee health, and document status. Currently developing dashboard-building skills; the dashboard is used personally.

Additional Information

English: Basic. Valid Indonesian Class C driving license (SIM C). Willing to work at mining sites and on a roster schedule.

Best regards,

Holyvia Bongga Pasau

Phone/WA: [+62 821-3773-7645](tel:+6282137737645)