

Zidni Ilmansyah Kadir

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Nationality : Indonesia

D.O.B : 21 May 1991

Gender : Male

Marital Statue : Single

Religion : Moslem



Objective

To make best use of my knowledge and experience towards achievement of personal as well as organizational goal. At the same time to add value to myself by learning while working and utilizing the same to get the height of career. An energetic and self-motivated.

Career Highlights

➤ **Rumah Yi as Business Development since July 2015 – Present**

Import, Selling and Rent Xiaomi Yi.

Company website: www.rumahyi.com

Key Responsibilities:

- Making brand website and design content the website
- Making sales with dummy blogspot marketing and find new clients
- Manage all recruitment, performance and employee development process
- Manages financial
- Manages design, marketing, promotion, delivery and quality of programs, products and services
- Evaluate and advise on the impact of long range planning, introduction of new programs/strategies and regulatory action
- Maintaining awareness of both the external and internal competitive landscape, opportunities for expansion, customers, markets

➤ **Mister Delivery as Owner since August 2014 - Mei 2015**

Mister Delivery is 1-2 hours courier service express that provide pickup service to your home/office and directly delivered to client address desired

Company website: <http://bit.ly/misterdelivery>

Key Responsibilities:

- Making brand website and design content the website
- Making sales with dummy blogspot marketing and find new clients
- Manage all recruitment, performance and employee development process
- Manages financial

➤ **Nesindo Energy as HR Coordinator since December 2013 to August 2014**

Nesindo energy is general contractor & general suppliers company that focus in civil engineering, architecture, interior design & build, mechanical & electrical, plumbing, infrastructure, casing & pipe Supply, consumable supply, quarry Plant and also man power service.

Company website: www.nesindogroup.co.id

Key Responsibilities:

- Developing HR plans and policies in conjunction with the company over all development plan
- Responsibility of man power planning and recruitments
- Conducting researches to study the current compensation trends in the market
- Co-ordinating with accounting department for processing of payments to employee
- Establishing a proper organizational structure
- Developing and implementing disciplinary policies
- Facilitate the exit process for on time payment of Full & Final settlement

➤ **Indo Kaya Energy as HR Staff since August 2013 to December 2013**

PT. Indo Kaya Energi is Indonesian OCTG (Oil Country Tubular Goods) company, which one of the branch location in Batam. IKE Batam fabrication supplies Casing / Conductor Pipes for Drilling. It is also supplies many type and size of Threaded Connector / Coupling for Oil & Gas Industries.

Company website: www.indokayaenergi.com

Key Responsibilities:

- Conducting & co-ordinating interviews .
- Sourcing profiles from the portals and posting vacancies.
- Maintaining daily tracker of candidates interviewed with their complete credentials, status and the source (vendors/employee referrals/Ad walk ins/Job Fairs)
- Job Offer & Appointment Letter
- Payroll function - checking accuracy in calculation of salaries and timely disbursement

Internship

- Internship at Maqdir Ismail & Partner Law Firm, handling transcripts PT.Chevron Pacific Indonesia case bioremediation, from January 2013 – Mei 2013

- Intersnhip at John Fredrick Hengzt & Partner Law Firm, handling export import case, from Juni 2012 – December 2012

Achievements

- Lean Startup Machine Champion
- Certificate IO 9001 Quality Management
- Relocate and promotion to the high HR position
- Implemented the PDCA circle in company

Educational Qualification

Bachelor of Law from University Al-Azhar Indonesia with GPA 3,27 in 2013