AHMAD ZAKY NABHAN

+62 813 1055 5622 | zaky.recruitment@gmail.com
Depok, West Java, Indonesia

Summary

Senior HC Staff with Certified Human Capital Staff, specializing in databasing and analytics almost 19.000+ employees. Experienced with all stages of recruitment process and psychological test administration. Basic skill in one of the programming language: PHP. Strong background in maintaining Human Capital Information System (HCIS).

Personal Info

POB & DOB   : Padang, 22 January, 1993
Status   : Married

Skill Highlights

- HC Specialist
- Database Administration
- Data Analytic
- Web Programming (PHP)
- Graphics Design (Adobe Photoshop, Adobe Illustrator, Adobe Premier)

Work Experience

6 years of total experience

Talent Monitoring & Support Staff
Feb 2021 – Present | Less than 1 year
PT Bank Syariah Indonesia, Tbk, Jakarta
- Create and maintain talent pool information system/dashboard using Google Data Studio and PowerBI.
- Research, analyze, and present data to all leader such as Talent Summary Profile, Learning and Development, Performance Management, and Succession Planning.

People Development Staff
Jul 2020 - Jan 2021 | 6 months
PT Bank BNI Syariah, Jakarta
- Collect data employee and identify candidates for the talent pool.
- Develop training and development programs.
- Develop and monitor Talent Development & Succession Planning.
- Maintain the talent pool career path.

Recruitment & Assessment Staff
Mar 2015 - Jul 2020 | 5 years 4 months
PT Bank BNI Syariah, Jakarta

- Attend job fairs and recruitment events to build a strong candidate pipeline and source applicants through online channels.
- Responsible for end-to-end recruitment and psychological test process from sourcing until onboarding.
- Connect with the hiring manager for better understanding the hiring objectives and develop recruiting strategies to hit headcount goals.
- Maintain relationship with candidates.
- Control HC Administration, Policies, and Procedures.
- Maintain Human Capital Information System (HCIS) for almost 5.000+ employees.

Employee Performance Rating*

PT Bank BNI Syariah

2020   : ★★★★☆
2019   : ★★★☆☆
2018   : ★★★★☆

* based on the company's internal regulations

Education

Bachelor   : **Informatics Engineering** - 2020
GPA 3.49 / 4.00
Mercu Buana University, West Jakarta, DKI Jakarta

Diploma   : **Computer Engineering** - 2014
GPA 3.08 / 4.00
Padang State Polytechnic, Padang, West Sumatera

Certifications

2021   : Certified Human Capital Staff BNSP RI
2020   : CCC Big Data Foundation
2018   : Certified Secure Computer User (CSCU)

Social Media

LinkedIn   : **www.linkedin.com/in/ahmad-zaky-nabhan**
Instagram : **@zaky.ahmad_**

Additional Info

Preferred Work Location
- Banten, DKI Jakarta, West Java (Jabodetabek)
- West Sumatera