

# HUMAN CAPITAL REQUISITION FORM

(All fields are to be completed)

## SECTION 1 : POSITION INFORMATION

Job title	: System Development	Needed Employee	: 3
Job grade	: C2	Reporting to (Directly)	: HR Head
Department	: Planning	Reporting to (Indirectly)	: HR Head
This Headcount is : Budgeted			
Is this a critical position? : Yes			
Expected date (Optional) : 30-12-2024			

## SECTION 2 : JOB DIMENSIONS

### Job Description (Key job duties, daily task, weekly task, monthly task) :

<p>Perencanaan (Planning):</p><p><br></p><p>Mengidentifikasi kebutuhan bisnis.</p><p>Mendefinisikan tujuan proyek dan cakupan proyek.</p><p>Menyusun tim proyek.</p><p>Membuat jadwal proyek dan anggaran awal.</p><p>Melakukan studi kelayakan (teknis, ekonomis, hukum, operasional).</p><p>Analisis Sistem (System Analysis):</p><p><br></p><p>Mengumpulkan dan menganalisis kebutuhan pengguna.</p><p>Mendokumentasikan kebutuhan sistem.</p><p>Membuat diagram alir data (DFD).</p><p>Menyusun spesifikasi kebutuhan sistem yang lebih detail.</p><p>Desain Sistem (System Design):</p><p><br></p><p>Merancang arsitektur sistem.</p><p>Mendesain antarmuka pengguna.</p><p>Mendetailkan spesifikasi teknis, termasuk database dan desain modul.</p><p>Menyiapkan prototipe (jika perlu).</p><p>Menyusun spesifikasi desain yang akan digunakan untuk pengembangan.</p><p>Pengembangan (Development):</p><p><br></p><p>Melakukan pemrograman dan pengkodean.</p><p><br></p><p>Membangun dan mengintegrasikan komponen sistem berdasarkan desain.</p><p><br></p><p>Melakukan unit

Location (Country / Region) : Main Office IHM

Training Plan : Please state the proposed training plan for the requested position.

<p>Training :</p><ul><li>safety induction</li><li>Training MS. Office</li></ul>

Career Development Plan : Please state the proposed career development plan for the requested position

<p>Career :</p><ul><li>Manager</li></ul>

## Minimum Requirement

Education : S1 Teknik Informatika	Experience (type / length) : 2 Tahun di kehutanan
Language : Indonesia, English	Special Skills / Others : <ul><li>javascript</li><li>php</li></ul>

	Requested By	Approved By	Approved By
Signature (Tandatangan)	<div>APPROVED</div> <div>Originator</div>	<div>APPROVED</div> <div>HR Head</div>	<div>APPROVED</div> <div>BU Head</div>
Name (Nama) :	System Developer	System Developer	System Developer
Date (Tanggal) :	11-12-2024	12-12-2024	