

ENDAH ERMASARI

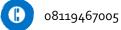
Keys of Success

- Commitment
- Integrity & Ethics
- Leadership
- Teamwork
- Training
- Communication
- Continuous Improvement

Career Objective

To find a challenging position to meet my competencies, capabilities, skills, education and experiences

Perumahan Resinda, Blok D5 No.11, Karawang – Jawa Barat





Personal Information

Nationality : Indonesia

Birth Date : December 25, 1968

Gender : Female
Marital Status : Married
Weight/Height : 55 Kg / 149 Cm

Formal Education

1987 – 1993 : Padjadjaran University - Bandung

(Majoring in Psychology)

1984 – 1987 : Senior High School - SMAN 3 Bandung

(Majoring in Biology)

1981 – 1984 : Junior High School – SMPN 1 Karawang 1974 – 1981 : Elementary School – SDN Puspita Karawang





Experience

1993 - 1994

Section Head of Human Resources Development, "PT Mega Eltra" - Jakarta

Duties: • Recruitment & Selection

Training

1994 – 1996

Staff to HRD Vice President, "Montaz Group" - Jakarta

Duties : • Recruitment & Selection

Training

1996 – 1997

Section Head of Recruitment & Selection, "Samudera Indonesia Group" - Jakarta

Duties : • Recruitment & Selection

Promotion

1997 – 1999

Staff to HRD Vice President, "PT Dynamitra Tarra" - Jakarta

Duties: • Recruitment & Selection

Training

• Personnel Administration

1999 – present

PT. Yamaha Motor Parts Manufacturing Indonesia

> 1999 – 2010 : Human Resources Manager

➤ 2010 – 2018 : Human Resources Development (HRD)

General Manager

> 2018 – present : Human Resources Development (HRD) & General Affairs

(GA) General Manager

Duties:

- Recruitment & Selection
- Personnel Administration
- Training & Development
- Promotion
- Human Resources System
- Talent Management
- Evaluation Management Sys
- Corporate Secretary

- Remuneration & Payroll
- Compensation & Benefit
- Industrial Relation
- Employee Relation
- General Affairs
- Safety & Environment
- Legal



Project

- 1. Implementation Appraisal System on October 1999 and revised the system on October 2007, November 2014 and October 2021.
- 2. Implementation Recruitment & Selection System on 2000.
- 3. Implementation New Payroll System under SQL support by vendor which have been go live since July 2003.
- Implementation Grading System May 2007.
- 5. Implementation MBO System on February 2008.
- 6. Implementation Suggestion System on March 2008.
- 7. Implementation New Promotion System on April 2008.
- 8. Implementation Successor Training for Candidate to be Promoted on 2017.
- 9. Implementation Attendance Input by Employee Self Service (ESS) System on 2021.
- 10. Implementation Pension Program on 2021.

Training

- Basic Management & Productivity
- Management Sumber Daya Manusia
- Japanese Work Ethics & Corporate Culture
- Training Merancang Program Pelatihan
- Training Effectiveness Evaluation
- Effective Working Habit
- Quality System Workshop ISO 9001:1994
- Internal Quality Audit ISO 9001: 1994
- Quality System Workshop ISO 9001:2000
- Internal Quality Audit ISO 9001: 2000
- Design, Simulation & Guidance Salary Structure Based 3P Concept, The Audit & The Validation
- Environmental Management System
- The Internal Audit Training for Quality and Environmental Management System Integration
- Program Pengembangan Eksekutif Budgeting
- Kajian SKKNI Profesi MSDM Indonesia
- Workshop Penyusunan Peraturan Perusahaan / Perjanjian Kerja Bersama
- Kajian Forum tentang Pensiun
- Kajian Strategi Mengelola Komunikasi Bipartit
- Kajian Diagnosa Potensi Resiko HI dan Strategi PHK
- Kajian Forum Edisi Bedah Kasus Kontrak Kerja (PKWT)
- Workshop Strategi Menyusun Kompetensi Perusahaan
- Building Team Profesional Impact
- Certification Training Program Certified Human Resource Manager (CHRM)
- Training of Workplace Assessor



Certificate:

- Certificate of Competence Human Resources Manager (CHRM) Badan Nasional Sertifikasi Profesi.
 Certificate of Competence "Assessor of Competency" Badan Nasional
- Sertifikasi Profesi.

