

ASTIYANA ARUM LARASATI, M.Psi., Psikolog

Industrial & Organizational Psychologist

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SUMMARY

Hi, I'm Arum, industrial & organizational psychologist. Recently I have been involved in the world of human resources consulting, and am directly involved in providing solutions to organizational needs in human resource development such as training, coaching, assessment, cultural surveys, and various programs regarding organizational development.

EDUCATION

SEBELAS MARET UNIVERSITY (2014 - 2018)

Bachelor's Degree of Psychology - GPA 3,66

GADJAH MADA UNIVERSITY (2019 - 2022)

Master's Degree, Industrial & Organizational Psychologist Profession - GPA 3,87

EXPERIENCE

ACT Consulting – Jakarta, Indonesia

Junior Consultant (September 2022 - Present) | Fulltime

- Conduct internal assessment process
- Conduct external assessments as solutions for clients
- Involved in Organization Culture Transformation Project as solution for clients
- Involved in Training & People Development program as solution for clients
- Involved in Communication, Public Speaking, & Training for Trainer Program as solution for clients

SAMBU GROUP – Jakarta, Indonesia

Industrial Psychologist (Juni 2022 – September 2022) | Fulltime

- Involved in job analysis project
- Make Standard Operating Procedures

CAREER CENTER PSIKOLOGI UGM – Yogyakarta, Indonesia

Career Counselor (April 2022 - Present) | Freelance

- Serving career counselling for UGM Psychology students
- Conduct webinars and events related to careers

PSYCHOLOGY PRACTICE MAKMUROCH & REKAN – Solo, Indonesia

Assessor (August 2016 – 2022) | Freelance

- Coordinate assessors and assistants in the implementation of psychological assessments
- Conduct psychological assessments, include psychological testing, interview, FGD/ LGD, and role play.
- Scoring psychological test results and analyzing psychological assessment results
- Make an assessment report

PT GLOBAL SUKSES SOLUSI (RUN SYSTEM) – Yogyakarta, Indonesia

Psychology Professional Practice Program (March 2021 – June 2021) | Fulltime

- Conduct Job Analysis, create job descriptions and job specifications
- Conduct psychological assessments, include psychological testing and interviews as one of the stages in the recruitment & selection process, promotion, and potential review
- Scoring psychological test results and analyzing all psychological assessment results
- Make an assessment report which includes HPP (psychological examination results), psychological dynamics, and recommendations in each case
- Conduct sharing sessions in the form of webinars on mental health issues in the company for internal and external employees
- Make SOP (Standard Operating Procedure) for the department

GERAKAN SEKOLAH MENYENANGKAN (GSM) – Yogyakarta, Indonesia

HR Project (October 2020 – January 2021 & June 2021 – August 2021) | Freelance

- Make training module for principal level
- Conduct Job Analysis and create job descriptions and job specifications

PSYCHODIAGNOSTICS PSYCHOLOGY UGM – Yogyakarta, Indonesia

Practicum Assistant (September 2021 – January 2022) | Part time

- Manage the psychological assessment practicum for Masters of Professional Psychology Students
- Supervise Masters of Professional Psychology Students in the preparation and implementation of psychological assessment practicum
- Provide feedback related to the preparation and implementation of psychology assessment practicum

UPTB PSYCHOLOGY UGM – Yogyakarta, Indonesia

Assistant (October 2020 – April 2021) | Part time

- Manage psychology faculty Youtube account
- Prepare learning videos to upload to Youtube
- Make unit administration tasks

FACULTY OF MEDICINE SEBELAS MARET UNIVERSITY – Solo, Indonesia

Assessor Associate (2019 – 2021) | Freelance

- Conduct psychological assessments for PPDS candidates (Specialist Doctor Education Program) UNS in 2019, 2020, & 2021
- Scoring psychological assessment results and analyze assessment results
- Make an assessment report, includes HPP (Psychological Examination Results)

CV INSAN UTAMA – Solo, Indonesia

Assessor (2017 – 2019) | Freelance

- Conduct psychological assessments, include psychological testing, interview, FGD/ LGD, and role play.
- Scoring psychological test results and analyzing all psychological assessment results
- Make an assessment report which includes HPP (psychological examination results) and psychological dynamics
- Together with a senior psychologist discuss the client's recommendations according to the results of the assessment

PT PAN BROTHERS TBK – Sragen, Indonesia

HR Staff (January 2019 – April 2019) | Full time

- Manage the HR function of employee relations within the company, monitor work activities in the production room, and manage problematic employees
- Conduct recruitment and selection for operator level employees
- Conduct implementation of new employee training at operator level
- Conduct implementation of events for employees within the company

PT. ANGKASA PURA I – Jakarta, Indonesia

Internship Program (2017) | Internship

- Assist in the implementation of employee engagement surveys
- Assisting BPJS administration
- Help review competency dictionaries

SKILLS

- Psychological Assessment
- Psychological testing
- Scoring and analysis of psychological test results
- Interview, FGD, LGD
- Make reports of psychological assessments, include psychological dynamics
- Job Analysis
- Communication
- Analytical Thinking
- Teamwork
- Using Microsoft Office
- Make creative design with Canva

ORGANIZATIONAL EXPERIENCE

“DEMA” FACULTY OF MEDICINE SEBELAS MARET UNIVERSITY

Campus Internal Organization

- General Secretary (2016 - 2017)
- Commission Secretary (2015 - 2016)
- Commission Staff (2014 – 2015)

CHILDHOOD CANCER CARE – Solo, Indonesia

Cancer Child Care Social Community - Volunteer (2016 – 2017)

SOLO MENGAJAR – Solo, Indonesia

Social Community Cares for Education - Volunteer (2014 – 2015)

“MAKRAB” PSYCHOLOGY SEBELAS MARET UNIVERSITY

Faculty Annual Events - Committee (2015 – 2016)

SOLO MEDICAL CUP – Solo, Indonesia

Faculty of Medicine National Sports Competition - Committee (2016)

PERSEPSI - Solo, Indonesia

Psychology Faculty Art & Sports Competition - Committee (2014)

AWARDS

PC IMM JAKARTA TIMUR

Guest Speaker (August 2021)

- Health webinar entitled “Freedom from the Covid-19 Pandemic”

RUN SYSTEM FT. KAYON PROJECT

Speaker (March 2021 – April 2021)

- Hapi Friday #1 entitled “Feeling Your Career – How to successfully respond to the dynamic environment”
- Hapi Friday #2 entitled “Keep it Balanced! – How to win work and personal life”
- Hapi Friday #3 entitled “Work Meaningfulness”
- Hapi Friday #4 entitled “Mengelola Emosi di Bulan Ramadhan”

COFIGHT (COLLABORATE TO FIGHT COVID-19)

Guest Speaker (Oktober 2020)

- Cofight Break entitled I “Pandemi kenapa capek ya? Aku harus apa?”
- Capacity Building for Cofighters entitled I “How to Communication Problem?”