

Address:
Jl. Pekapuran Raya,
Perumahan Pearl Garden
No. B36, Depok

Mobile : 08211 3488 326
Email : gugungumilang@gmail.com

Date of Birth: April, 13rd 1982
Religion: Islam



Gugun Gumilang

Overview	<p>Bachelor Degree Psychology from UI (University of Indonesia) with experience as:</p> <ul style="list-style-type: none">• Manager Learning & Development, Knowledge Management, Culture• Manager Site Power Plant• Superintendent People Development• Specialist Training & Development• Officer Talent Development• Officer Organizational Development & Culture
Qualifications	<ul style="list-style-type: none">• Certified Learning & Development Manager (BNSP)• Certified Corporate Culture Specialist (BNSP)• Certified Trainer 7 Habits of Highly Effective People• Manage People Development Initiatives & Activities• Manage Knowledge Management Initiatives & Activities• Manage Corporate Culture Initiatives & Activities• Manage HR functions• Manage Procurement Project• Become Corporate Representative• Design & Develop Leadership Development Program• Assess & design training modules• Conduct training program as A Trainer• Design & Develop Organization System & Structure• Design & Develop Corporate Culture Programs• Able to handle the Psychological Test

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Work Experience

Manager Learning & Development, Knowledge Management, Culture PT PLN Indonesia Power Services 04/2022 – now

Managed all functions in Learning & Development area:

- Leadership Development Program (Manager Development Program; Superintendent Development Program; Supervisor Development Program)
- Employee Certification program (Power Plant, HSE, Expert)
- Corporate Learning & Development Program include budgeting, Planning, Execution, Evaluation

Managed all functions in Knowledge Management area:

- Knowledge Sharing activities
- Knowledge Capture
- Community of Practice (COP)

Managed all functions in Corporate Culture area:

- Designed, Developed, & Implemented all corporate culture programs
- Designed, Developed, & Implemented Employee Engagement & Satisfaction Survey
- Designed, Developed, & Implemented Best Employee Program
- Designed, Developed, & Implemented all Culture Festival Programs

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Manager Site Power Plant PLTU Lontar, Banten
PT PLN Indonesia Power Services
11/2016 – 03/2022

Managed all HR functions at site for 287 employees:

- Training Program (Induction, In House Training, External Training)
- Certification Program for technical employee (100% got certification)
- Coaching & Counseling for at least 24 employees per year
- Selection & Promotion for vacant position (procedure, process, etc)
- Medical reimbursement and BPJS for all employees
- 30 residences for 120 employees with all appliances
- Employee attendance day to day
- Employee Overtime per month
- Employee official travel
- Employee leave

Managed procurement project; target revenue 10-15 M per year. In 2017, revenue was achieved 12 M. In 2018, revenue was achieved 15 M. In 2019, revenue was achieved 22 M. In 2020, revenue was achieved 31 M.

The Projects are: Magnetic Level Gauge, Gear Box Gantry STRE, Gear Box Ship Unloader, Chlorine Pump, Bearing Mill, Vacuum Pump, TVC MED, Cell Electrolyzer, Pressure & Temperature Indicator, Warehouse Shelves, Bearing Main Turbin, Idler Conveyor, Dust Suppression System, Valve Orifice, etc.

Became Corporate Representative. Maintain good relation with PT Indonesia Power as customer. Daily Morning Meeting; Coffee Morning; Interpersonal relation with General Manager, Managers, Superintendents, Supervisors, and all Indonesia Power employees.

Became Corporate Representative. Maintain good relation with local official. Handling Surat Keterangan Domisili Usaha (SKDU) at Kelurahan; Surat Izin Tempat Usaha (SITU) at Kecamatan; Wajib Laport at Dinas Tenaga Kerja.

Became Corporate Representative. Maintain good relation with local community. Santunan Anak yatim as Corporate Social Responsibility.

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**Superintendent People Development
PT PT PLN Indonesia Power Services
01/2013 – 09/2014, Jakarta**

- Supervised Corporate Training & Development Programs (Certification, In House & External Training, Development Program for promotion employee)
- Supervised Corporate Recruitment Programs in routine task and Project (Head Office, Site/Plant, Project Sanggau, Project Adipala, Project Ulumbu)
- Made Training & Development System & Procedure
- Made Corporate Planning on Training & Development Area
- Made Corporate Budgeting on Training & Development Area
- Made Development Program for Talent Employee especially in operation; maintenance; and promotion
- Delivered Training Need Analysis which are related to Competency
- Delivered Induction Training Program
- Delivered Mental Discipline program as the military activities
- Delivered Knowledge Sharing Activities as a part of Knowledge Management Initiative
- Delivered Certification Program for Operation & Maintenance Employee
- Delivered On the Job Training (OJT) Program for Operation & Maintenance Employee
- Made Budget Planning in Recruitment; Training & Development for new Power Plant Project
- Made Recruitment & Selection Database on website and manual
- Delivered Candidate for Recruitment & Selection Process at Job Street, Jobs DB, Reference, mailing list, etc
- Delivered Recruitment & Selection Activities (Ring 1 negotiation, Administration, Psychological Test, Interview, Medical) candidate for new Power Plant project
- Delivered Recruitment & Selection Activities (Administration, Psychological Test, Interview, Medical) candidate for head Office and existing unit

Specialist Training & Development
PT Kaltim Prima Coal (KPC), Sangatta, Kalimantan Timur
10/2014 – 10/2016

Designed & Developed "Pelatihan Karyawan Unggul 1" Program;
(Adapted from 7 Habits of Highly Effective People)

- Designed & Developed Training Need Analysis, Trainer Presentation, Teaching Note, Participant Modul, Paper Work, Observation Form, Individual Report
- Delivered "Pelatihan Karyawan Unggul 1" Program as A TRAINER for 30 Batches (30 Classes; 750 employees as participants)
- Designed & Developed Training Evaluation:
Reaction (Form Training Feedback);
Learning (Pre-Post Test);
Behavior (Implemented Learning Contract for one month; Developing, Monitoring and Coaching)
Made Learning Contract Reports

Designed & Developed "Pelatihan Karyawan Unggul 2" Program;
(Adapted from 7 Habits of Highly Effective People)

- Designed & Developed Training Need Analysis, Trainer Presentation, Teaching Note, Participant Modul, Paper Work, Observation Form, Individual Report
- Delivered "Pelatihan Karyawan Unggul 2" Program as A TRAINER for 5 Batches (5 Classes; 125 employees as participants)
- Designed & Developed Training Evaluation:
Reaction (Form Training Feedback);
Learning (Pre-Post Test);
Behavior (Implemented Learning Contract for one month; Developing, Monitoring and Coaching)
Made Learning Contract Reports

Designed & Developed "Pelatihan Supervisor Unggul 1" Program;
(Adapted from 7 Habits of Highly Effective People)

- Designed & Developed Training Need Analysis, Trainer Presentation, Teaching Note, Participant Modul, Paper Work, Observation Form, Individual Report
- Delivered "Pelatihan Supervisor Unggul 2" Program as A TRAINER for 3 Batches (3 Classes; 75 Supervisors as participants)
- Designed & Developed Training Evaluation:
Reaction (Form Training Feedback);
Learning (Pre-Post Test);
Behavior (Implemented Learning Contract for one month; Developing, Monitoring and Coaching)
Made Learning Contract Reports

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	<p>Certified Trainer of 7 Habits of Highly Effective People; (from Dunamis Consultant; Franklin Covey)</p> <p>Delivered In Class Training of Shopfloor Leadership for all KPC Supervisor</p> <p>Delivered Outbound/ Outdoor Activities for all KPC employees</p> <p>Delivered Mental Discipline program as the military activities</p> <p>Wrote regular articles as the contributor for corporate media (BuletinKU, KABARA). The articles are:</p> <ol style="list-style-type: none">1. "Menjadi Manusia Unggul"2. "Tahapan Menuju Manusia Unggul"3. "Menjadi Manusia Efektif"4. "Learning Contract/ Kontrak Belajar" <p>Wrote articles "The Value Talk" as a part of Value Implementation Initiatives. The Value Talks are:</p> <ol style="list-style-type: none">1. "Menjadi Unggul Dengan Membawa Cuaca Sendiri"2. "Menjadi Unggul Dengan Memperluas Lingkaran Pengaruh"3. "Menjadi Unggul Melalui Sikap Loyalitas"4. "Menjadi Unggul Dengan Memberikan Warisan Terbaik" <p>"Meraih Keunggulan Dengan Cinta, Tanpa Kekerasan"</p>
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Officer Talent Development
PT Bank Syariah Mandiri (BSM), Jakarta
01/2010 – 08/2012

- Designed Leadership Development Program based on Competency Based Human Resources Management (CBHRM) for Program Management Development Program (MDP) & Officer Development Program (ODP) (Designed Curriculum, module, On the Job Assignment/Training)
- Designed Leadership Forum Program for Senior Management
- Made leadership articles for senior and middle management as a reference of Leadership Development
- Made Training Need Analysis (TNA) for the professional Certification Program and proposed the talent employee to Director
- Made Training Need Analysis (TNA) for the external training program and proposed the right employee to Director
- Made Training Need Analysis (TNA) for S2 and S3 Scholarship Program and proposed the talent employee to director
- Made Company Knowledge Profile (CKP) Bank Syariah Mandiri to participate in MAKE Award (Most Admired Knowledge Enterprise) 2011 & 2012 (EO by Dunamis Consultant)
- Project Assignment Reviewer with logical analysis in Problem Solving Analysis (Kaizen)
- Certified Internal Trainer of 7 Habits of Highly Effective People

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Officer Training & Development

PT. Tunas Ridean (Automotive Dealer), Jakarta

01/2009 – 12/2009

- Developed training modules and designed training activities for employees of Tunas Group, especially for marketing (Sales) and workshop people
- Developed the training program about preparation for the employees who will be promoted (to fulfill the lack of competency) to the next position (Forum kader Toyota and Forum kader Daihatsu)
- Developed the job competency of functions (Competency Dictionary) based on CBHRM (Competency Based Human Resource Management) within Tunas Group (Tunas Daihatsu, Tunas Toyota, Tunas BMW, Tunas Peugeot, Tunas Rental, Tunas Used Car)
- Assessed needs for training of employees, especially for marketing (Sales) and workshop people within Tunas Group (Tunas Daihatsu, Tunas Toyota, Tunas BMW, Tunas Peugeot, Tunas Rental, Tunas Used Car)
- Assessed Managerial Competency for Supervisor and Branch Manager (Method: STAR Interview / Behavioral Event Interview); for Admin Area Supervisor; Accounting Supervisor; Branch Manager Tunas Daihatsu A.Yani Bandung; Area Manager Tunas Dwipa Matra; Dealer Manager Tunas Dwipa Matra; Customer Relation Coordinator Tunas Toyota;
- Conducted and Organized Training Activities for employees of Tunas Group for some topics (Motivation, Self Confidence, Self Concept, Leadership, Communication skill, Emphatic Listening, Goal Setting, Integrity, Customer Satisfaction; Presentation Skill)
- Conducted, organized, and facilitated training courses for sales force in entry level (First Salesmanship Training) and senior level
- Controlled Performance Appraisal (PA) for acting Manager and acting Senior/ General/ Operational Manager (PA of Operational Manager Tunas Daihatsu; PA Service Operational Manager Tunas BMW; PA After Sales Manager Tunas BMW; PA Workshop Manager Tunas BMW; PA Supervisors)
- Controlled Performance Evaluation Acting Period for Supervisors, Managers, and Senior/ General/ Operational Managers
- Made items of Performance Appraisal (PA) for acting Manager and acting Senior/General/Operational Manager
- Reported training activities to Training Manager, such as Training Implementation Report (evaluation, Description, Pre Test, Post Test).

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	<ul style="list-style-type: none">• PIC and Trainer of Team Building Activities within Tunas Group (Team Building Head Office PT. Tunas Ridean, Team Building Sales Supervisor and Workshop Head Tunas Daihatsu, Team Building Tunas Daihatsu Pd.Gede; Team Building Management Level of Tunas Daihatsu)• PIC of Tunas Basic Mentality Training (TBMT)
	<p>Officer Organizational Development & Culture PT PLN Indonesia Power Services 09/2012 – 12/2012, Jakarta</p> <ul style="list-style-type: none">• Designed & Developed Organization System, Structure, and Job Description• Designed & Developed Corporate Culture Programs for values Socialization and Implementation (Innovation Award, Best Employee, Cultural Agent Forum & Mailing List, Culture Sharing, Wallpaper Corporate Values)• Assessed Employee Satisfaction Index (ESI) and Employee Engagement Index (EEI) for consideration to retain employees

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Seminar & Trainings	05/2024	Certification & Training Corporate Culture Specialist by ACT Consulting and BNSP
	11/2023	Certification & Training Learning & Development Manager by PPM Manajemen and BNSP
	09/2022	Training Interpretation and Awareness of Anti Bribery Management System ISO 37001:2016 by Sentral Sistem Consulting
	09/2021	Training Strategic Process Management Excellence by One GML Consulting
	09/2020	Training Relationship Management by Markplus Institute
	05/2017	Training Effective Communication Skill by Lutan Edukasi
	04/2016	Training "Trainer Toolbox" PT Mitra Pembelajar Founded by Andrias Harefa
	03/2015	Training "7 Habits for Manager" Franklin Covey Dunamis Organization
	05/2014	Training "Strategic Corporate Culture & Change Management" GML Consultant
	09/2013	Training "Effective Supervisory Management" PPM Manajemen
	02/2012	Training "Effective Training Material Design" Training Indonesia
	10/2011	Training For Trainer "7 Habits for Highly Effective People" Trainer Internal Certified from Dunamis Franklin Covey
	06/2011	Training "Talent Management" PPM Manajemen
	03/2011	Training "How to Design On The Job Training (OJT) Program " Indolatih Consultant
	03/2010	Training "How to be A Great Trainer" Trainers Club Indonesia
	07/2009	7 Habits Stephen Covey 2 days workshop Franklin Covey or Dunamis Organization Service
	01/2009	One day workshop "How to Start a great Outbound Activity" Asosiasi Experiential Learning Indonesia

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Independent Work Experiences	<p>15-16/08/2015 Trainer & Designer Pelatihan Guru Unggul Guru SMPIT Darusalam Sangatta, Kutai Timur, Kalimantan Timur</p> <p>14/05/2015 Trainer & Designer of Achievement Motivation Training For SDIT Daarussalam students Sangatta, Kutai Timur, Kalimantan Timur</p> <p>24/02/2015 Trainer & Designer of Latihan Dasar Kepemimpinan Siswa (LDKS) OSIS SMP IT Daarussalaam Sangatta, Kutai Timur, Kalimantan Timur</p> <p>09/02/2014 Trainer & Designer of Micro Teaching Training Universitas Indonesia</p> <p>2008 – 2010 Psychological Tester (Freelance job)</p> <p>22/08/2010 Trainer & Designer of Achievement Motivation Training SD and SMP AlHusna Sukabumi</p> <p>26/07/2009 Trainer & Designer of Who Am I Training SMA Insan Cendekia Alkausar Sukabumi</p> <p>06/07/2009 Trainer & Designer of Fun Teaching Training Organization BEM Fakultas Kedokteran Gigi Universitas Indonesia</p> <p>07/02/2009 Coordinator Trainers Outdoor Activities for Teachers of SMP Akselerasi se-Jakarta</p> <p>11-12/2008 Coordinator Trainers Character Building for Teens SMP Rintisan Sekolah Bertaraf Internasional se-Jakarta</p> <p>12/09/2008 Speaker of Parenting Seminar TKIT Sholahuddin, Bogor</p> <p>01/03/2008 Trainer & Designer of Outbond Training SMP Akeselerasi SeJakarta Dies Natalis Pendidikan Psikologi Indonesia ke-55</p> <p>23/02/2008 Trainer & Designer of Motivation and Commitment Organization BEM Sastra dan Bahasa Indonesia Universitas Negeri Jakarta</p> <p>10/01/2008 Trainer & Designer of Public Speaking Training Rohani Islam Fakultas Kedokteran Gigi University of Indonesia</p> <p>20/07/2007 Trainer & Designer of Teamwork Training, OSIS SMAN 61 Jakarta</p> <p>20/07/2007 Trainer & Designer of Achievement Motivation Training SMAN 2 Depok</p>
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Organization Experience	<p>2015/2016 Departement Head of PSDM Insan Muda Darusalam (IMDA) Sangatta, Kutai Timur, Kalimantan Timur</p> <p>2013/2014 Head of Paguyuban Warga Perumahan Pearl Garden, Depok</p> <p>2006/2007 Head of Majelis Pertimbangan FUSI (MPF) Fakultas Psikologi UI</p> <p>2005/2006 Head of Forum Ukhuwah dan Studi Islam (FUSI) Fakultas psikologi UI</p> <p>2004/2005 Co-Head of Kesejahteraan Mahasiswa Departement Senat Mahasiswa Fakultas Psikologi UI</p>
Experience in Committee	<p>09–11/2004 Project Officer of Psikologi Sahur (PsyHur) Senat Mahasiswa Fakultas Psikologi UI</p> <p>01–05/2004 Project Officer of Pendidikan Pemilu untuk Pemilih Pemula Kelompok Kerja (Pokja) UI untuk Pemilu 2004 Majelis Pertimbangan Mahasiswa (MPM) UI</p>
Educational Background	<p>Jul 2003 – Nov 2007 University of Indonesia, Depok Bachelor Degree of Psychology (S.Psi)</p> <p>Jul 1997 – Jun 2001 STM Negeri Pembangunan , Jakarta</p> <p>Jul 1994 – Jun 1997 SMP Negeri 01 Purwakarta, Jawa Barat</p> <p>Jul 1988 – Jun 1994 SD Negeri 02 Pabuaran, Subang, Jawa Barat</p>