



Jaendri Ayu Bonga Limbong

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Summary

My name is Ayu, I am a graduate of psychology with an interest in clinical and industrial psychology. I have approximately 2 year of experience on the HR field. I have assisted companies in fulfilling their employee needs in various positions, both at headquarters and branches. I am also interested in other activities that can enhance my soft skills, such as being an MC or becoming a talent to create content for social media. I enjoy new things and strive to complete every task to the best of my abilities.

Education

Universitas Kristen Krida Wacana – West Jakarta, DKI Jakarta (Aug 2018 – Apr 2022)

Bachelor of Psychology | GPA 3.46

Skills

Hard Skills

Interviewing | Observation | Scoring of psychological assessment tools | Microsoft Office | Design (Canva) | Presentation | Counseling

Soft Skills

Leadership | Communicative | Have Ambition.

Experience

Work Experience

PT. Kenari Djaja Prima – North Jakarta (Mar 2022 – Current)

Recruitment Staff at PT Kenari Djaja Prima

- Building strong relationships and connections with potential candidates
- Managing end to end recruitment process for carious positions, totaling 700 headcounts
- Leading assessments and scoring of psychological assessment tools
- Engagig in HR administrative tasks (employment contracts, updating database, and other needs
- Collaborating with other divisions to assist candidate in search efforts.

PT. Tanto Intim Line – North Jakarta, DKI Jakarta (Apr 2021 – Sept 2021)

Organizational Development (student internship)

- Assisitng with HR activities including compiling organizational structure and providing online training for field personnel.
- Conducting observation of field employee performance to report on HR/GA SPV.

Leadership and Organizational Experience

President – UKRIDA Voxa Choir (Mar 2021 – Mar 2022)

Young Member of (BPM Psikologi) (Jan 2019 – Apr 2019)

Treasurer – UKRIDA Voxa Choir (Nov 2018 – Jan 2021)

Volunteering

- Student Mentor of Group Counseling in digital era course (Aug 2020 - Jul 2021)
 - ✓ Facilitating group counseling activities involving 6 students
 - ✓ Leading the counseling process
 - ✓ Reviewing and assessing the tasks completed by the students
- Being an MC or host for PSI Ukrida's social media content and corporate architectures webinars
- Being a social media content talent for the company