

DIMAS AGUNG FIRMANSYAH

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Bandung, Indonesia (domicile) | Surabaya, Indonesia (hometown)

Highly motivated and agile professional with a Bachelor of Law, concentrating in Labor Law from Universitas Negeri Surabaya. Experienced in the end-to-end recruitment process, people management, payroll services, training, performance appraisal, performance management and legal drafting for company-related legal matters. Skilled in public speaking, negotiation, research, and analytical thinking, with comprehensive knowledge of labor law and industrial relations. I am a dedicated learner, always eager to expand my knowledge and adapt to new challenges. With my passion for both legal and human resources domains, I bring a unique perspective and enthusiasm to my work.

Work Experiences

PT. Jiale Indonesia Garment (KORRUN Group) - Kab. Bandung, Indonesia

Sep 2024 - Present

HR Learning and Development

PT. Jiale Indonesia Garment (KORRUN Group) is a garment manufacturer for renowned buyers like UNIQLO, Adidas, Puma, Daiwabo, etc.

- Conduct end-to-end Mandarin Learning program for Indonesian employees at staff to manager levels in the Bandung and Jepara branches, with over 100 participants.
- Conduct onboarding sessions and introduce company culture and core values to new employees, fostering their foundational knowledge and enthusiasm for the organization.
- Manage performance appraisal for production employees, including QC and Sewing workers, totaling over thousands employees, in coordination with the IE and QC Department.
- Develop training materials for production employees, including QC and Sewing workers, based on performance appraisal results.
- Provide targeted training to QC and Sewing workers on skills aligned with company values and buyer standards, in collaboration with relevant departments.
- Partner with cross-functional teams to deliver specific, goal-oriented training to meet organizational objectives.

Madael Consult (HR Consultant) - Jakarta, Indonesia

Jun 2023 - Jul 2024

Human Resources Staff

Madael Consult is an HR services company specializing in outsourcing, training, industrial relations, and headhunting.

- Conduct end-to-end recruitment processes, including manpower planning, arranging recruitment strategies, creating job postings on various platforms, interviewing using the Targeted Selection Interview (TSI) method, overseeing onboarding until offboarding, and manage candidates during the 3-months probation period for PKWTT employees.
- Handle more than 10 recruitment projects for various company clients.
- Successfully hired candidates for 2 different positions at senior and managerial levels.
- Manage 5 associates for a client in 5 different cities, manage their expectations, monitoring their KPIs and targets, and processing their payroll.
- Handle the end-to-end process for legislative drafting of Peraturan Perusahaan and Perjanjian Kerja Bersama for two different companies. Additionally, handle the submission of legal documents related to Company Regulations (Peraturan Perusahaan) and Collective Labor Agreement (Perjanjian Kerja Bersama) to the Ministry of Manpower until they are approved.

Unique Training Consultant and SMK Muhammadiyah PK Kottabarat Surakarta - Online, Indonesia

Feb 2023 - Mar 2023

On Job Training Learning and Development Staff

- Perform a Training Needs Analysis to identify the competencies required for the students of SMA Muhammadiyah PK Kottabarat Surakarta.
- Formulate a training strategy tailored to the needs of the students at SMA Muhammadiyah PK Kottabarat Surakarta.
- Design and propose a comprehensive training program for enhancing public speaking skills among the students of SMA Muhammadiyah PK Kottabarat Surakarta, spanning a duration of 6 months.
- Develop training materials using the ADDIE methods (Analysis, Design, Development, Implementation, and Evaluation).

UPT BP2MI Wilayah Surabaya-Jawa Timur - Surabaya, Indonesia

Feb 2022 - Jun 2022

Legal Staff Intern of Protect and Placement Division

- Conduct weekly pick-up operations at Juanda International Airport for Indonesian migrant workers returning from overseas.
- Distribute over 30 official correspondences to regional BP2MI agencies, Indonesian Embassy, and Consulate General in partner countries regarding migrant worker cases.
- Collaborate with experts to address more than 5 exceptional cases of Indonesian migrant workers abroad, providing specialized assistance and support as needed.
- Facilitate the legalization of over 50 essential documents required for the placement and departure of Indonesian migrant workers.

- Conduct weekly interviews with 10 Indonesian migrant workers preparing to depart, assessing their readiness and suitability for their destination country.
- Organize pre-departure short courses for Indonesian Migrant Workers, focusing on the cultural nuances of the placement countries.

Kompas Gramedia - Jakarta, Indonesia

Aug 2021 - Feb 2022

Legal Officer Intern

- Evaluated and aligned government regulations with corporate policies for legal compliance.
- Reviewed and recommended modifications for internal policies related to New Normal Worklife Strategy.
- Contributed to drafting and developing corporate policies for KG Media Industry in 2022.
- Collaborated with stakeholders for inclusive policy drafting and continuous improvement.

SMA Negeri 19 - Surabaya, Indonesia

Jul 2018 - Present

Paskibra's Coach

- Managed recruitment processes including administrative tasks, interviews, and physical tests.
- Analyzed training needs and developed systems to foster character, morals, and competence.
- Designed training systems to meet achievement targets, requiring participation in at least 10 competitions annually.
- Implemented talent management strategies to place members in roles suited to their skills.
- Conducted assessments thrice yearly to evaluate character, morals, and competence.
- Organized informal activities to improve member satisfaction and cohesion.

Education Level

Universitas Negeri Surabaya - Surabaya, Indonesia

Aug 2019 - Jan 2023

Bachelor of Law, 3.80/4.00

- Joined in the research team of lecturers related to PKM (Pengabdian Kepada Masyarakat) tentang "Pembentukan Peraturan Desa" at Pucangrejo Village, Sawahan District, Madiun City. Joined several organizations and get achievements in several competitions. Exchange at UPN Veteran Jawa Timur and UPN Veteran Yogyakarta through PERMATA MERDEKA program. Master of Ceremony of International Conference Social Science and Law Unesa 2021. Become a paper presenter in the International Conference of Social Science and Law Unesa 2022

DPC APSI (Asosiasi Pengacara Syariah) Surabaya with Legal Cakra - Surabaya, Indonesia

Feb 2023 - Mar 2023

Training Paralegal

Kelas.work - Online, Indonesia

Jan 2023 - Mar 2023

Course Human Resources Development

Jimly School of Law and Government - Surabaya, Indonesia

Sep 2022

Course Contract Drafting Course

Universitas Borneo Tarakan - Tarakan, Indonesia (Online)

Jul 2021 - Aug 2021

Course Legislative Drafting Course, 3.50/4.00

Organisational Experience

Himpunan Mahasiswa Jurusan Hukum Unesa - Surabaya, Indonesia

Jan 2021 - Jan 2022

Head of Diplomatic Relations at Foreign Affairs Department

Paguyuban Putra Putri Unesa - Surabaya, Indonesia

Oct 2020 - Oct 2021

Head of Human Resource Development Department

Skills, Achievements & Other Experience

- **Achievements**: Paskibra Kota Surabaya 2016, TOP 7 Finalist of Putra Putri Pendidikan Jawa Timur 2020, Runner Up 2 Putra Putri Unesa 2020, Unesa's Board of Team in IHL MCC 2020 in Udayana University, 2nd Place of NUDC faculty level, Writer of 2 published international proceeding on IJCAH 2022 by Atlantis Press
- **Soft Skills**: Public Speaking, Organizational Leadership, Interpersonal Communication, Analytical Thinking. Research
- **Hard Skills**: Contract Drafting, Legislative Drafting, Paralegal, Recruitment and Talent Acquisition, People Development, Talent Management, Performance Appraisal, Performance Management, Payroll, Training.