



AVISHA

Human Resources Solution

COMPANY PROFILE

ABOUT US

Introduction of Avisha Human Resources Outsourcing Services

Avisha Human Resources Solution was established independently by Ms. Irawati Mukhlas in Jakarta on 2002. She started this business that developed very well, that's why she built the PT Avisha Citra Mandiri, that is one of the members of Avisha that specializes in Human Resources Solution Services.

Since its establishment AVISHA Human Resources Solution continues to be the leader Outsourcing Service Provider for clients in many different industries such as: Hospitality (Hotel), Food and Beverage, Retail, Logistic, Telecommunications, IT, Manufacturing and other industries.

VISION

To be a leader in Human Resources business in Indonesia

MISSION

Meanwhile our mission is to provide the best services for our clients by providing the best quality candidates and also give the best opportunities for our candidates.



OUR SERVICES

Executive Search

In Executive Search Division, we are providing client's needs for contract and permanent employee. Our Consultants are very well trained for understanding of customer needs, which allows them to help client for looking the right candidate that having many experiences in solid organization.

Our consultant will help you to delivering a consistently high level of services.

Outsourcing

The rapid growth in business landscape becomes increasingly complex and competitive, more companies nowadays are focusing on their competencies. Outsourcing company for labor providers has become a solution to control costs, maximize resources availability, and gain competitive advantage.

Our strategic approaches is by providing flexibility and cost effective of the highest quality for our clients

OUR SERVICE AREA



ACEH
SUMATERA AREA
PADANG
PALEMBANG
BATAM
JAMBI
LAMPUNG
PEKANBARU

KALIMANTAN AREA
BALIKPAPAN
PONTIANAK
SAMARINDA
BANJARMASIN

SULAWESI AREA
MANADO
MAKASSAR
GORONTALO
PALU

ALL AREA IN JAWA

BALI, NTB, NTT

MECHANISM

STEPS

STEPS 1



STEPS 2



STEPS 3



STEPS 4



STEPS 5



STEPS 6

REMARKS

Gathering Requirement with Client



Recruitment Process



Administration Process



Replacement



Invoicing and Taxation



Development

PROCEDURE

To figure out what the client needs and requirement



- Sourcing (Database, Job Portal, Media Advertising, etc)
- Screening
- Testing & Medical (If Needed)
- Interview
- Placement



- Employment Contract
- Filling (Database)
- HR & Payroll Process



- Training, Briefing
- Work Etiquettes



- Providing 1 (one) PIC as Liason Officer

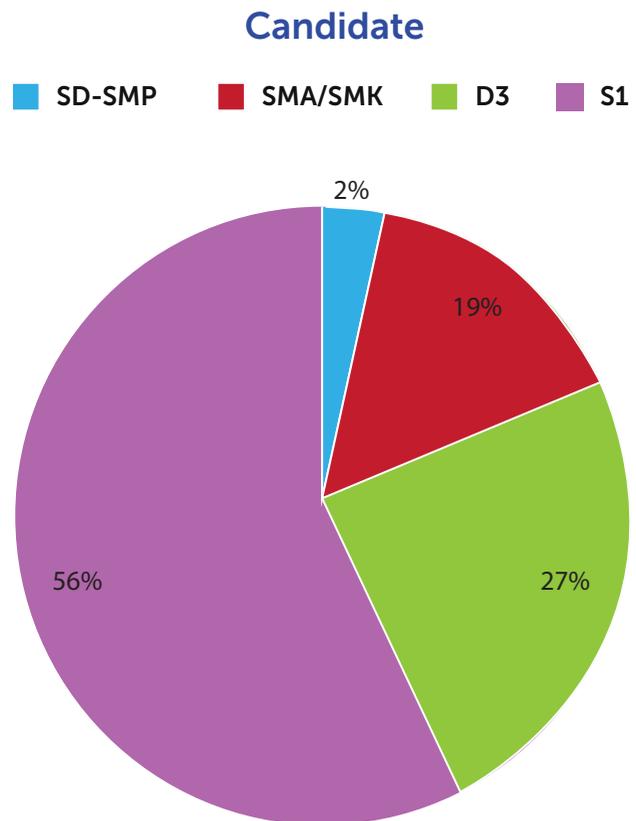


- Client shall pay at least 10 (ten) working days after receiving the invoice
- Client shall pay a service fee for contract employee placement every month in the invoice

CANDIDATE DATABASE

Berikut berbagai sumber yang kami gunakan untuk pemenuhan permintaan kandidat

- Website
- Social Media
- University Channeling
- Job Fair
- Leaflet/Poster/Brochure

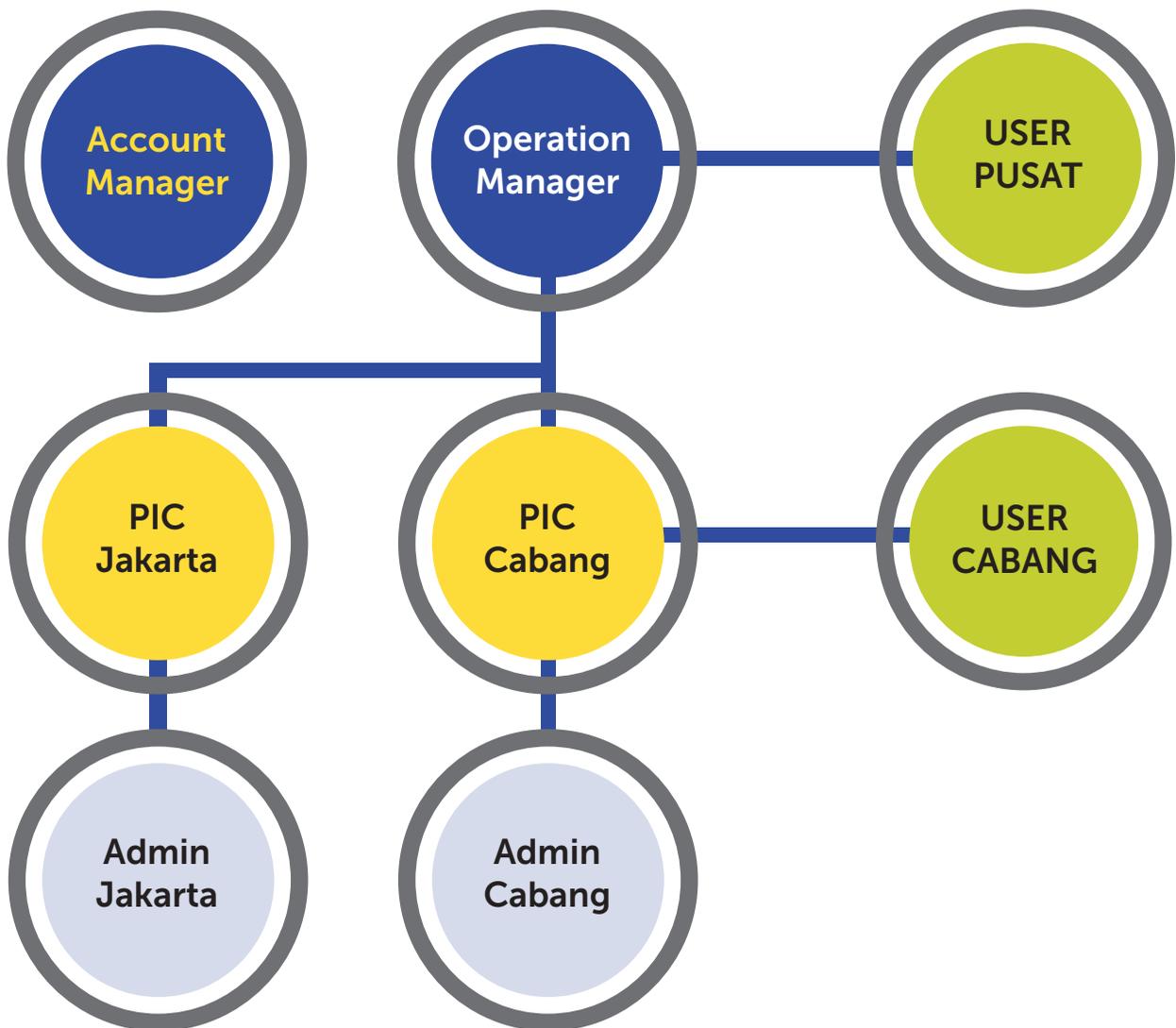


RECRUITMENT PROCESS



STRUCTURE PROJECT

CLIENT



JOB CATEGORY

List Categories of Personnel Available for Permanent
and Contract Team:

| | | |
|-------------------------|--------------------------------|---------------------------|
| Accounting | General Business | Other |
| Admin & Clerical | General Labor | Pharmaceutical |
| Automotive | Government | Professional Services |
| Banking | Grocery - Purchasing | Procurement |
| Biotech | Health Care | QA - Quality Control |
| Broadcast - Journalism | Hotel - Hospitality | Real Estate |
| Business Development | Human Resources | Research |
| Construction | Information Technology | Restaurant - Food Service |
| Consultant | Installation - Maint - Repair | Retail |
| Customer Service | Insurance | Sales |
| Design | Inventory | Science |
| Distribution - Shipping | Legal | Skilled Labor - Trades |
| Education - Teaching | Legal Admin | Strategy - Planning |
| Engineering | Management | Supply Chain |
| Entry Level - New Grad | Manufacturing | Telecommunications |
| Executive | Marketing | Training |
| Facilities | Media - Journalism - Newspaper | Transportation |
| Finance | Nonprofit - Social Services | Warehouse |
| Franchise | Nurse | |

OUR CLIENT

Shangrilla Hotel & Residence

Mandarin Oriental Hotel

The Westin Hotel

Raffles Hotel

Jakarta Aquarium Indonesia

Grand Hyatt Jakarta

Crown Worldwide

Benakat Integra

Dimension Data

Sicpa Peruri Sekurink

DB Schenker

Aneka Infocom

Panasonic Indonesia

Kamikaze Karaage

NISP Sekuritas

Parastar Group

JLL, DBS, and PTBC

PSI Group

Caraka Yasa Logistik

Oromonth Symphony

Bintang Sedayu Makmur

PAZ AC Indonesia

Alfa Transraya

DHL Excel Supply Chain

Astra International

Angkasa Group

PT Honda Trading Indonesia

PT Karunia Berca Indonesia

PT Indo Tambang Raya

PT Inter Pacific Citra

PT Tiga Raksa Satria Tbk

PT Sanggar Sarana Baja

PT Metropolitan Land

PT Caraka Yusa Logistic

PT Fastratra Buana
PT Musi Hutan Persada
PT Indopherin Jaya
PT Ton Metall Technology
PT Petro Sea, Tbk
PT Kuroda Indonesia
PT Scheneider Electric Manufacture
Yayasan Pendidikan Bunda Mulia
PT Brighten & Richness Technology
PT Diebold Indonesia
PT Samsung Electronic Indonesia
PT MAA Life Insurance
PT Parametric Solusi Integrasi
PT DHL Exel Supply Chain Indonesia
Panen Lestari Group (SOGO &
FOODHALL)
PT SSCX International
PT Brother International Sales
PT Pancar Buana Terang (Aeolus Tyle)
PT Cipta Mapan Logistic (Linc Group)
PT Scheiner Petrolog Utama
PT Genting Bernard Plantation
Tanjung Enim Lestari Pulp
PT Kapal Api Global
PT Suzuki Indomobil International

PT Trust Artha Futures
ROP Bakrie Group
APL Indonesia
Patinna Group (KSO Pertamina)
PT Quartee Technologies
PT Design Ace
PT Pandu Selamat Utama
PT Lancar Sentral Logistic
PT Pacific Indomas
PT Sony Indonesia
18th Residence Rasuna
PT SSCX International
Alun-alun Indonesia (LOTUS)
Multi Nusantara Karya
Telindo Nusantara



PT. AVISHA CITRA MANDIRI

SOHO PANCORAN BUILDING

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