

INFO LOWONGAN KERJA JULI 2025

1. PT Alam Sutera Realty Tbk



Pusat Karier UKRIDA:
IG: @ukrida_pusatkarier
Email: pusatkarier@ukrida.ac.id

WA: 085711750105
Kampus 1 UKRIDA, Gedung A lantai 3

2. Crowe

We are Hiring



KAP Teramihardja, Pradhono & Chandra

Senior/SPV Auditor

Qualifications:

- Age maximum 27 years' old.
- Minimum bachelor degree in Accounting from reputable university with a minimum GPA of 3.00 (in scale 4.00).
- Fluency in English both verbal and written is preferred
- Good computer knowledge in Ms. Office (Ms. Word, Ms. Excel, Ms. PowerPoint)
- Willing to travel out of town
- Having the ease with which to work effectively under pressure and meet established goals and objectives within the specified deadline, while maintaining quality at all the times
- Have extensive knowledge and experience of a minimum 3 (three) years in a public accountant firm.
- A strong knowledge and profound understanding in PSAK and SPAP.
- Strong communication skill and leadership skill.
- Proven experience in developing report and exposures.



career.tpcadft@crowe.id
Subject : Position - Name

Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3

3. Ciputra Group





WE ARE HIRING!

UPDATED JUNE 2025

OPEN POSITION:

🔍 SAMARINDA

Elementary:

- Homeroom Teacher (English Teacher)

High School:

- Social Teacher
- Program of Computational Thinking and Coding (PoCC) Teacher (ICT Teacher)
- Mathematics Teacher
- Physics Teacher
- Civics Teacher
- Sociology and Bahasa Indonesia Teacher
- History Teacher

🔍 MAKASSAR

Elementary School:

- Homeroom Teacher
- English Teacher

Junior/Senior High School:

- Bahasa Indonesia
- Physical Education (PE) Teacher
- Economics Teacher and Project of Entrepreneurship Teacher

Education Support Department:

- Accounting and Purchasing Staff
- School Marketing & Digital Marketing

🔍 MANADO

Kindergarten

- Homeroom

Elementary School

- Art (Music, Vocal) and Physical Education (PE) Teacher
- Mandarin Teacher

Junior/Senior High School

- Accounting and History Teacher
- Physical Education (PE) Teacher

🔍 AMBON

Junior High School

- School Counselor and Christian Religion Teacher

Education Support Department:

- Librarian

GENERAL REQUIREMENTS

- Have a calling in Education
- Proficient in English and tech-savvy
- Bachelor's degree in related field
- Minimum of 2 years in experience in related field
- Only open to Indonesian nationals (WNI)

Send Your CV to: CAREER@CIPUTRA.SCH.ID
Subject: Position - Name - Placement

CITRAKASIH.SCH.ID



SEKOLAH CITRA KASIH
Entrepreneurship Learning with Academic Excellence



SEKOLAH CITRA BERKAT
Entrepreneurship Learning with Academic Excellence



SEKOLAH CIPUTRA KASIH
Entrepreneurship Learning with Academic Excellence

WE ARE **HIRING!**

UPDATED JUNE 2025

OPEN POSITION:

🔍 TANGERANG

- School Counselor
- Civics Teacher
- Biology Teacher
- Religion Teacher (Buddhism, Moslem)
- Elementary Homeroom Teacher
- Physical Education (PE) Teacher
- Mathematics Teacher
- Building Inspector
- Head of Facilities
- ICT Officer

🔍 JAKARTA SELATAN

High school:

- Math Teacher
- Program of Computational Thinking and Coding (PoCC) Teacher (ICT Teacher)
- Physical Education (PE) Teacher-Part Time

🔍 BOGOR

Academic

- Homeroom Teacher
- School Counselor
- Mathematics Teacher
- English Teacher
- Physics Teacher
- Mandarin Teacher

Education Support Department

- Property Management

🔍 JAKARTA BARAT

Elementary School:

- Program of Computational Thinking and Coding (PoCC) Teacher (ICT Teacher)
- ART Teacher

Junior High School:

- Project of Entrepreneurship (Kewirausahaan)
- Physical Education (PE) Teacher
- School Counselor

Senior High School:

- English Teacher
- Economics Teacher
- Design Graphic Teacher
- School Counselor

Education Support:

- HR Administration

🔍 SEMARANG

- Physics Teacher

GENERAL REQUIREMENTS

- Have a calling in Education
- Proficient in English and tech-savvy
- Bachelor's degree in related field
- Minimum of 2 years in experience in related field
- Only open to Indonesian nationals (WNI)

Send Your CV to: CAREER@CIPUTRA.SCH.ID

Subject: Position - Name - Placement

CITRAKASIH.SCH.ID

4. Orangtua Group



The poster features a map of Java with four cities highlighted: Jakarta, Bandung, Surabaya, and Semarang. Each city has a corresponding icon and a timeline for the recruitment process. The timeline is divided into three stages: Registrasi (10-17 Juli), Seleksi (12-25 Juli), and Interview (Sesuai Jadwal Kota). A QR code is provided for registration, and a warning about fraud is included at the bottom.

GT

RECRUITMENT DAY

Java Series

JAKARTA
17 Juli 2025 | 10.00 - Selesai

SURABAYA
21 Juli 2025 | 09.00 - Selesai

BANDUNG
18 Juli 2025 | 09.00 - Selesai

SEMARANG
25 Juli 2025 | 09.00 - Selesai

10 - 17 Juli **Registrasi**

12 - 25 Juli **Seleksi**
Psikotes & Skill Test

Sesuai Jadwal Kota **Interview**
*Khusus kandidat yang dipanggil

DAFTAR SEKARANG!



<https://bit.ly/ODROT25>

Beware of Fraud !!!
We never request any payment regarding our recruitment process

Pusat Karier UKRIDA:
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Email: pusatkarier@ukrida.ac.id

WA: 085711750105
Kampus 1 UKRIDA, Gedung A lantai 3



KUALIFIKASI UMUM

Minimal S1 dengan IPK 3.00 | Memiliki pengalaman kerja di bidang yang sama (Posisi Staff: Fresh Graduate dapat melamar, memiliki pengalaman menjadi nilai lebih) | Menguasai aplikasi Ms. Office dan G-Suite | Mampu beradaptasi dalam lingkungan yang dinamis

POSISI

HEAD OF FINANCE & ACCOUNTING

ACCOUNTING MANAGER

FINANCE MANAGER

BRAND MANAGER

JUNIOR BRAND MANAGER

FINANCE SUPERVISOR

ACCOUNTING SUPERVISOR

ACCOUNTING STAFF

FINANCE CONTROLLER

FINANCE STAFF

ACCOUNT RECEIVABLE STAFF

IT SUPPORT STAFF

Beware of Fraud !!!

We never request any payment regarding our recruitment process

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WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3

5. PT Arista Pratama Jaya

PT ARISTA PRATAMA JAYA
ENGINEERING & CONTRACTORS

WE ARE HIRING!

APPLY NOW!

OPEN POSITION:

✓ **Drafter**

Requirements :

- Pendidikan min. SMA/SMK Teknik Listrik/Mesin
- Memiliki pengalaman min. 2 thn atau Freshgrad
- Usia maks. 40 thn
- Memiliki kesehatan secara fisik
- Memiliki pemahaman mengenai AutoCAD / Revit
- Teliti dan cekatan
- Bersedia untuk bekerja di lapangan / proyek
- Bersedia ditempatkan di luar kota.

✓ **Supervisor MEP**

Requirements :

- Pendidikan min. S1 Teknik Listrik/Mesin
- Memiliki pengalaman min. 3 thn di bidang MEP atau Freshgrad
- Usia maks. 45 thn
- Memiliki kesehatan secara fisik
- Memahami sistem dan instalasi MEP
- Memiliki pengetahuan terkait material MEP
- Pemahaman dalam meninjau gambar
- Membuat Plan harian dan mingguan

Send Us Your Resume:
hrd@arista.id

More Information:
Natasya : 08981901758



WE ARE HIRING!

APPLY NOW!

OPEN POSITION:

✓ Engineer

Requirements :

- Pendidikan min. S1 Teknik Listrik/Mesin
- Memiliki pengalaman min. 3 thn dibidang MEP
- Usia maks. 45 thn
- Memiliki kesehatan secara fisik
- Memahami sistem dan instalasi MEP
- Memiliki pengetahuan terkait material MEP
- Pemahaman dalam meninjau gambar
- Pemahaman terkait estimasi atau perhitungan MEP

✓ HRD Supervisor

Requirements :

- Wanita max 40 thn
- Pendidikan S1 psikologi/management/Hukum
- Memiliki pengalaman min. 5 thn sebagai SPV
- Menguasai HRIS dan UUCK
- Memahami HI
- Menguasai administrasi EDABU dll.
- Terbiasa mengurus Asuransi



Send Us Your Resume:

hrd@arista.id



More Information:

Natasya : 08981901758



Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3

6. PT Berca Hardayaperkasa


Hardayaperkasa
BEYOND TECHNOLOGY

WE ARE HIRING

INTERNSHIP NETWORK ENGINEER

QUALIFICATION

- Terbuka untuk pendidikan SMK/D3/S1 jurusan IT yang saat ini masih berstatus Pelajar dan Mahasiswa dan sedang memiliki kebutuhan wajib magang
- Memiliki pengetahuan di bidang Network dengan perangkat Cisco/Mikrotik/Huawei
- Memiliki pengetahuan dasar di Network (LAN, WAN, VPN), DNS, TCP/IP, and Firewall Technologies
- Memiliki Pengetahuan Hardware: Desktop PC dan Notebook
- Bersedia bekerja **FULL WFO (No Hybrid)** (periode Agustus 2025)
- Bersedia support project dalam bidang perbankan/lainnya





JOB DESCRIPTION

- Install Access Point, Router dan Switch.
- Troubleshooting terhadap perangkat network jika ada kerusakan dan permasalahan yang muncul.



Placement:
Jakarta

SEND YOUR APPLICATION TO



palentina.raja@berca.co.id

Subject: (Your Name)_Network Engineer Internship

*only shortlisted candidate will be contacted

 @bercahardayaperkasa
 Berca Hardayaperkasa
 Berca Hardayaperkasa

 Berca Hardayaperkasa
 TechTalk Berca Podcast
 @BercaHP



Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3



WE ARE HIRING

INTERNSHIP SERVER STORAGE ENGINEER

QUALIFICATIONS:

- Final-year students or recent graduates with a bachelor's degree in Computer Engineering, Computer Science, Information Technology, or related fields
- Have a high enthusiasm in IT Infrastructure (Server and Storage)
- Have a basic knowledge of Server and Storage Technology
- Familiar with Operating Systems: Windows, Linux, or others

**WHAT YOU'LL DO AND GET**

- Deep-dive knowledge in Server and Storage technologies
- Gain practical experience in a professional IT environment, applying your knowledge to real-world scenarios
- Valuable industry networking opportunities
- A potential path to full-time employment

**Placement:**
Jakarta

SEND YOUR APPLICATION TO
 emily.safitri@berca.co.id
Subject: (Your Name)_Server Storage Intern
*only shortlisted candidate will be contacted



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 Berca Hardayaperkasa
 Berca Hardayaperkasa

 Berca Hardayaperkasa
 TechTalk Berca Podcast
 @BercaHP

Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3



WE ARE HIRING

DESKTOP SUPPORT ENGINEER

KUALIFIKASI

- Lulusan minimal SMK/D3 jurusan Teknik, diutamakan jurusan Teknik Informatika atau Sistem Komputer
- Memahami dasar-dasar jaringan komputer (LAN/WAN, IP address, konfigurasi router/switch).
- Menguasai instalasi sistem operasi Windows (diutamakan) dan software umum pengguna (Ms Office, Office 365, dsb)
- Memiliki kemampuan troubleshooting perangkat keras dan jaringan.
- Bersedia bekerja secara mobile jika dibutuhkan (penempatan di cabang/klien, area di Jabodetabek)

DESKRIPSI PEKERJAAN

- Melakukan deployment dan instalasi perangkat IT seperti PC/laptop, printer, perangkat jaringan
- Menyediakan dukungan teknis (onsite maupun remote) kepada pengguna
- Melakukan troubleshooting terhadap gangguan teknis perangkat atau jaringan secara cepat dan efektif.
- Melakukan pemeliharaan dan update berkala terhadap perangkat dan sistem yang digunakan.
- Menyusun dan mengelola dokumentasi sederhana terkait aset perangkat IT, konfigurasi, dan histori perawatan atau perbaikan.

KIRIMKAN CV ANDA KE:



muthia.rabbani@berca.co.id

natashya.nadine@berca.co.id

*Hanya kandidat terpilih yang akan dihubungi


@bercahardayaperkasa


Berca Hardayaperkasa


Berca Hardayaperkasa


Berca Hardayaperkasa


TechTalk Berca Podcast


@BercaHP









Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3

**Hardayaperkasa**
BEYOND TECHNOLOGY

WE ARE HIRING

CHANNEL SPECIALIST



QUALIFICATION

- Bachelor degree in Computer Science/Information Technology, Business Administration/Management
- At least 1 year of working experience in related field. Preferably in marketing strategy/business development field.
- Freshgraduates are welcome to apply
- Interested in both technical and business side of Tech Industry
- English proficiency.

JOB DESCRIPTION

- Build and maintain relationship with principal
- Develop and execute business plans to meet business goals with partners, sales, and teams
- Attending updated product trainings and seminar from principals.
- Arranging events, campaigns, trainings, bootcamps, and product updates
- Assisting in submissions and configurations, accomodating demo unit and POC

LET'S JOIN OUR TEAM

Send your CV to emily.safitri@berca.co.id

*only shortlisted candidate will be contacted

 @bercahardayaperkasa

 Berca Hardayaperkasa

 Berca Hardayaperkasa

 Berca Hardayaperkasa

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Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3

**Hardayaperkasa**
BEYOND TECHNOLOGY

WE ARE HIRING

BUSINESS REPRESENTATIVE



ESSENTIAL FUNCTION

- Looking for and develop new opportunity in promoting and selling IT solutions and creating projects (hardware, software, and services).
- Develop and execute sales plans (target achievement, sales strategy, performance measurement; business tactics, and daily management).
- Aggressively develop and manage strategic accounts by consultative approach.
- Manage sales activity in Bandung Area.
- Build strong relationship with clients, partners and principals.



QUALIFICATIONS:

- Diploma or Bachelor from any majors (Preferably Computer Science, Information Technology, Electrical Engineering, Telecommunication, Communication).
- Having 1+ years of experience in selling IT products such as solution to various industries would be a plus.
- Freshgraduates are welcome to apply
- Willing to business trip.
- Having Knowledge of IT Products and sales process.
- Good communication, presentation, negotiation and interpersonal skills with a positive attitude.
- Highly motivated, able to work with target, and fast learner.



SEND YOUR APPLICATION TO:

 sabillah.haniyyati@berca.co.id
natashya.nadine@berca.co.id

**only shortlisted candidate will be contacted*





WE ARE HIRING

BUSINESS ANALYST ERP ACCOUNTING

QUALIFICATION

- Minimum bachelor degree in Accounting or Industrial Technology
- Fresh Graduate major Accounting or Industrial Technology are welcome to apply
- Experience in Oracle is an advantage
- Experience in Enterprise Application implementation (ERP)
- Familiar with AR/AP
- Ability to work effectively in a team as well as independently
- Good communication & interpersonal skills
- Hard worker, fast learner and ready to work under pressure
- Willing to travel if needed

JOB DESCRIPTION

- Gathering business requirement from customer
- Analyzing & designing best solution for customer
- Doing serial of testing on delivered solution
- Writing needed documentation based on project stage



Placement:
Jakarta

SEND YOUR APPLICATION TO



alika.istiani@berca.co.id

Subject: (Your Name)_Business Analyst ERP

*only shortlisted candidate will be contacted

 @bercahardayaperkasa
 Berca Hardayaperkasa
 Berca Hardayaperkasa

 Berca Hardayaperkasa
 TechTalk Berca Podcast
 @BercaHP



7. Ukrida

LEAD TO IMPACT

WE'RE HIRING

JOIN OUR TEAM



WE ARE LOOKING FOR

Programming Staff

- Pendidikan terakhir min. S1 Teknik Informatika, Ilmu Komputer, Sistem Informasi, atau bidang terkait.
- Memiliki pengalaman sebagai programmer atau software developer diutamakan.
- Menguasai bahasa pemrograman PHP, HTML, CSS, JavaScript, NodeJS.
- Menguasai sistem basis data (MySQL, MsSQL, MariaDB).
- Memahami konsep framework MVC, Git,, dan dokumentasi teknis.
- Memiliki inisiatif, inovatif dan mampu bekerja dalam tim maupun individu.

Lamaran dapat dikirimkan ke :

Email: psdm@ukrida.ac.id
Subject: Job Application_Programming Staff
Universitas Kristen Krida Wacana
Lantai 1, Gedung E, Kampus 1,
Tanjung Duren Raya no. 4, Jakarta Barat 11470, Indonesia



UKRIDA
Universitas Kristen Krida Wacana

Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3

LEAD
TO IMPACT

WE'RE HIRING

JOIN OUR TEAM



WE ARE LOOKING FOR

Civil Engineering Lecturer

- Pendidikan terakhir min. S2 Teknik Sipil, diutamakan S3.
- Diutamakan sudah memiliki ijazah Profesi Insinyur dan Sertifikat Insinyur Profesional.
- Memiliki pengalaman lapangan di Proyek Teknik Sipil.
- Memiliki jejaring kerjasama.
- Memiliki kemampuan untuk mengajar dan membina mahasiswa.
- Dapat bekerjasama dalam tim maupun individu.

Lamaran dapat dikirimkan ke :

Email: psdm@ukrida.ac.id

Subject: *Job Application_Civil Engineering Lecturer*

Universitas Kristen Krida Wacana

Lantai 1, Gedung E, Kampus 1,

Tanjung Duren Raya no. 4, Jakarta Barat 11470, Indonesia



UKRIDA
Universitas Kristen Krida Wacana

Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3

8. PT. Agronusa Jayamandiri Lestari

WE ARE HIRING!

JOIN OUR TEAM

BACK OFFICE SALES STAFF

QUALIFICATION :

- Male/Female.
- Max. 25 years old.
- Bachelor degree from Accounting/Finance/Management, etc
- Fresh graduate are welcome.
- Attention to detail and data
- Good in Ms.Office (Word, Excel, PowerPoint, etc)
- Will be placed in Jakarta (AUTOGRAPH TOWER)



AGROTEMA
GROUP



SEND YOUR CV TO :
hr.rekrutmen@agrotemagroup.com

9. Springfield School



The poster features the Springfield School logo at the top, which includes the school's name in a serif font and a circular emblem with a torch. Below the logo, the website and social media handles are listed. The main headline 'WE ARE HIRING!' is in large, bold, black letters, followed by 'School Counsellor' in a blue, italicized serif font. A magnifying glass icon is positioned to the right of the job title. The location 'for PB Campus (West Jakarta)' is written in a smaller, black serif font. The 'REQUIREMENTS' section lists ten bullet points detailing the qualifications and experience needed for the role. The 'BENEFITS' section lists seven bullet points detailing the perks offered. At the bottom left is a QR code, and to its right is a block of text explaining how to apply via the QR code and providing an email address.

SPRINGFIELD
SCHOOL

www.springfield.sch.id | [@springfield.school](https://www.instagram.com/springfield.school)

WE ARE HIRING!

School Counsellor

for PB Campus (West Jakarta)

REQUIREMENTS:

- Minimum a Master's degree (S2) in Educational Psychology, Child Clinical Psychology or Child and Adolescent Developmental Psychology
- Licensed and certified psychologist is a must (active SIPP is a plus)
- Minimum of 3 years of experience working in the field of psychology (especially working with young children in an educational setting)
- Good English skills
- Preferably female, within the age range of 28 to 36 years old
- Passionate about working with young children in a school environment
- Strong understanding of child development, learning differences, behavioral issues, and emotional well-being in early and middle childhood
- Ability to collaborate effectively with teachers, parents, and school administrators to support students' mental health and learning

BENEFITS:

- Competitive Salary
- Paid Holidays
- Health Insurance
- Lunches provided daily
- Transportation allowance provided
- Training provided
- Five-day work week (Mon-Fri 7AM-4PM)

Please scan this QR Code to fill out our online application form and email your cv (pdf), recent photo (jpg), degree (pdf) & relevant certificates (pdf) to:
hrd@springfield.sch.id



SPRINGFIELD
SCHOOL

www.springfield.sch.id | [@springfield.school](https://www.instagram.com/springfield.school)

WE ARE HIRING!

for PB Campus, West Jakarta

Mandarin Teacher

REQUIREMENTS:

- Relevant Bachelor Degree
- Relevant Experience
- Excellent Mandarin
- Committed Christian or Catholic
- Committed to excellence in educating, nurturing and providing a safe environment for students

BENEFITS:

- Competitive Salary
- Paid Holidays
- Health Insurance
- Lunches provided daily
- Transportation allowance provided
- Training provided
- Five-day work week (Mon-Fri 7AM-4PM)



Please scan this QR Code to fill out our online application form and email your cv (pdf), recent photo (jpg), degree (pdf) & relevant certificates (pdf) to:

hrd@springfield.sch.id

10. CV Agrosari Farm



1985

2025

We Are Hiring Staff Sales

Melakukan penawaran barang ke customer untuk mentargetkan pada konversi penjualan, melakukan penagihan hutang pada customer, melakukan survey kepuasan kepada customer, dan melakukan penanganan complain customer

Kualifikasi Pekerjaan:

1. Pendidikan minimal S1 semua jurusan
2. IPK minimal 2,75
3. Memiliki pengalaman minimal 1 tahun pada bidang yang sama
4. Sehat secara fisik, jasmani, dan rohani
5. Dapat mengoperasikan microsoft office

Penempatan

Jakarta Barat, DKI Jakarta

Apply CV & Lamaran:

recruitment@agrosarifarm.com

Informasi selengkapnya:

agrosarifarm.com/career



Pusat Karier UKRIDA:

IG: [@ukrida_pusatkarier](https://www.instagram.com/ukrida_pusatkarier)

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3

11. Jacqueline Beauty



A hiring poster for Jacqueline Beauty. The background is a green grassy field with a pink ribbon and white flowers. At the top, the logo "Jacqueline BEAUTE" is written in a cursive font. Below it, a white torn paper sign with a pink ribbon bow says "WE ARE Hiring!". To the right of the sign is a Polaroid photo of a group of people sitting at a table in a restaurant. Below the sign, the text "HIRING DEPARTMENTS" is written in a bold, sans-serif font. Underneath this text are five green rounded rectangular buttons with white text: "Social Media", "Marketing", "Product Development", "Finance Accounting", and "Ecommerce". At the bottom left, the text "JACQUELLEBEAUTE" is written in a small, sans-serif font. At the bottom right, the text "MULTITASKINGBEAUTY" is written in a small, sans-serif font.

Jacqueline
BEAUTE

WE ARE
Hiring!

HIRING DEPARTMENTS

Social Media Marketing Product Development

Finance Accounting Ecommerce

JACQUELLEBEAUTE MULTITASKINGBEAUTY

Pusat Karier UKRIDA:
IG: @ukrida_pusatkarier
Email: pusatkarier@ukrida.ac.id

WA: 085711750105
Kampus 1 UKRIDA, Gedung A lantai 3



Jacquelle
BEAUTE

CONTENT CREATOR INTERN

RESPONSIBILITIES

- Create engaging content for social media.
- Research industry trends to improve content strategy.
- Collaborate with marketing and design teams.
- Optimize content for SEO and analyze performance metrics.
- Edit and proofread content to ensure accuracy and quality.

REQUIREMENTS

- Fresh graduate/final semester student in any related fields with no active classes.
- Interest in Beauty & Body Care is preferred.
- Good communication, problem-solving, and planning skills.
- Familiar with editing software and social media.
- Ability to work independently or as a team.
- Committed to 6-months WFO internship period.

JACQUELLEBEAUTE

MULTITASKINGBEAUTY

Jacquelle
BEAUTE

SOCIAL MEDIA DESIGN INTERN

RESPONSIBILITIES

- Create communicative designs for Social Media platforms.
- Collaborate with marketing and content teams to support campaigns with creative visual content.
- Research and stay up-to-date with current design trends.
- Collaborate with the team to ensure that the design output meets project objectives and deadlines.
- Assist in take video contents needed for social media purposes.

REQUIREMENTS

- Fresh Graduates or Final Year student in Visual Design Communication, Marketing Communications, or similar fields with no active classes.
- Proficient in design tools (e.g., Ps, Canva, Capcut, etc).
- Basic understanding of design requirements.
- Excellent communication skills and openness to feedback.
- Committed to 6 months WFO internship period.

JACQUELLEBEAUTE

MULTITASKINGBEAUTY

The poster is set against a green grass background with a pink ribbon and white flowers. At the top, the 'Jacquelle BEAUTE' logo is displayed in a white script font. Below it, a pink banner contains the title 'MARKETING INTERN' in bold black text. The main content is on a white paper-like background, divided into two sections: 'RESPONSIBILITIES' and 'REQUIREMENTS', each with a bulleted list of tasks and qualifications. At the bottom, the social media handles 'JACQUELLEBEAUTE' and 'MULTITASKINGBEAUTY' are listed.

Jacquelle
BEAUTE

MARKETING INTERN

RESPONSIBILITIES

- Assist in day-to-day marketing activities and campaign coordination.
- Support the execution of influencer (KOL) and affiliate marketing initiatives.
- Assist in organizing promotional content and user-generated content (UGC) for social media platforms.
- Assist in maintaining communication with KOLs, affiliates, and community partners.
- Conduct basic competitor and market research.
- Support internal team with administrative and coordination task.

REQUIREMENTS

- Fresh Graduates or Final Year student in Marketing, Communications, Public Relations, or related fields.
- Enthusiastic about beauty, body care, and digital marketing trends.
- Strong organizational and time management skills, with attention to detail.
- Proactive and good interpersonal skills and able to adapt in fast-paced environments.
- Familiar with Microsoft Office and social media platforms.
- Committed to 6-months WFO internship period.

JACQUELLEBEAUTE **MULTITASKINGBEAUTY**

Jacquelle
BEAUTE

ACCOUNTING INTERN

RESPONSIBILITIES

- Process accounts receivable and incoming payments in compliance with financial policies and procedures
- Assist in daily financial transactions and operations
- Document and maintain weekly and monthly financial reports
- Provide support to the Finance & Accounting team in various tasks
- Assist in daily stock reconciliation using the Accurate system

REQUIREMENTS

- Final year student or freshgraduate in Finance, Accounting, or related fields
- Proficient in Microsoft Office; familiarity with Accurate is a plus
- Strong analytical skills and attention to detail
- Ability to work independently as well as collaboratively within a team
- Committed to 6-months WFO internship period.

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The poster features a green grass background with a pink ribbon and white flowers. The brand name 'Jacquelle BEAUTE' is at the top. A pink banner reads 'PRODUCT DEVELOPMENT INTERN'. Below are sections for 'RESPONSIBILITIES' and 'REQUIREMENTS' with bulleted lists. At the bottom are the social media handles 'JACQUELLEBEAUTE' and 'MULTITASKINGBEAUTY'.

Jacquelle
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PRODUCT DEVELOPMENT INTERN

RESPONSIBILITIES

- Research market trends and consumer needs for product ideation.
- Assist in track project progress to meet deadlines.
- Support prototype development and testing, including user feedback collection.
- Maintain organized documentation of product specs.
- Collaborate with the team to align products with market and competitor insights.

REQUIREMENTS

- Fresh Graduates or Final Year student majoring in Management, Business Administration, or similar education fields with no active classes.
- Beauty enthusiast who eager to learn and follow new trends in the industry.
- Good communication, problem-solving, and planning skills.
- Familiar with using Microsoft Excel and Google Workspace.
- Highly initiative and eager to learn new things.
- Committed to 6-months WFO internship period.

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FINANCE ACCOUNTING STAFF

RESPONSIBILITIES

- Review and reconcile balance sheet accounts, bank reconciliations, and accruals.
- Manage daily finance operations with a focus on accounts payable and receivable.
- Prepare financial analyses, monitor budgets, and generate weekly reports.
- Prepare Income Statement & Balance Sheets.
- Assist with annual audit preparations and regular financial and tax reporting.

REQUIREMENTS

- Bachelor's degree in Accounting/ Finance is a must.
- 2-3 years experience in related fields.
- Strong communication, problem solving, and analytical skills.
- Ability to meet deadlines and work under pressure.
- Ability to work independently or as a team.
- Proficient in Microsoft Office and accounting software (preferably using Accurate).

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ECOMMERCE ADMIN

TANGGUNG JAWAB

- Bertanggung jawab atas pencapaian target penjualan di setiap platform toko online
- Membuat dan mengelola seluruh aktivitas e-commerce di berbagai platform
- Mengoptimalkan konten digital dan penerapan SEO untuk meningkatkan visibilitas produk
- Menangani keluhan pelanggan dengan fokus pada penyelesaian masalah yang optimal
- Berpengalaman dan mampu memasarkan produk dari brand baru

PERSYARATAN

- Minimal lulusan SMA / D3, S1 lebih disukai
- Minimal 1 tahun pengalaman di posisi terkait
- Memahami platform e-commerce dan memiliki pengetahuan teknis yang relevan
- Mahir menggunakan Microsoft Office seperti Excel, Word, dan PowerPoint
- Memiliki pola pikir logis yang jelas serta peka terhadap angka dan data
- Memiliki kemampuan komunikasi yang baik, mampu berkolaborasi lintas departemen, dan memiliki etos kerja yang kuat
- Bersedia bekerja 100% WFO di Jakarta Utara

JACQUELLEBEAUTE **MULTITASKINGBEAUTY**



Jacquelle
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ADMIN & CUSTOMER SERVICE

TANGGUNG JAWAB

- Menjaga performa toko di seluruh platform online
- Melakukan onboarding produk dan memantau stok secara harian
- Menangani pertanyaan dan keluhan pelanggan serta memberikan solusi yang tepat
- Membuat faktur dan mengelola proses pengiriman pesanan
- Berkoordinasi dengan tim/departemen terkait untuk memastikan kelancaran proses pemesanan
- Mengembangkan program dan strategi loyalitas pelanggan
- Menyusun laporan harian, mingguan, dan bulanan

PERSYARATAN

- Minimal lulusan SMA / D3
- Proaktif dan memiliki inisiatif yang tinggi
- Mampu bekerja secara mandiri maupun dalam tim
- Memiliki kemampuan pemecahan masalah yang baik
- Wajib menguasai Microsoft Excel / Google Spreadsheet untuk membuat laporan harian
- Bersedia bekerja 100% WFO di Jakarta Utara

JACQUELLEBEAUTE **MULTITASKINGBEAUTY**

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ECOMMERCE ADS SPECIALIST

TANGGUNG JAWAB

- Merancang dan menjalankan campaign iklan berbayar di Meta (Facebook & Instagram), TikTok Ads, dan Google Ads.
- Merencanakan dan mengelola campaign iklan berbayar di dalam platform marketplace (Shopee Ads, Tiktok Ads, Tokopedia Ads, dll).
- Menganalisis dan mengoptimalkan campaign secara berkala untuk meningkatkan efektivitas & efisiensi biaya (CPA, CTR, ROAS).
- Berkoordinasi dengan tim konten & kreatif untuk memastikan visual dan copywriting sesuai dengan strategi iklan.
- Membuat laporan performa mingguan dan bulanan untuk semua channel berbayar dan organik.
- Up-to-date terhadap tren algoritma, fitur baru, dan best practice dari tiap platform.

PERSYARATAN

- Memiliki pengalaman min. 1 tahun menjalankan iklan di Meta Ads dan TikTok Ads.
- Menguasai dashboard Shopee Ads, Tokopedia Ads, TikTok Shop Ads, dan cara optimasinya.
- Mampu menggunakan tools analitik seperti Google Analytics, Meta Business Manager, TikTok Ads Manager, dll.
- Analitis dan data-driven: mampu membaca insight data untuk ambil keputusan.
- Proaktif, cepat belajar, dan adaptif terhadap perubahan algoritma dan tren digital.
- Komunikatif dan mampu bekerja sama lintas divisi (tim kreatif, e-commerce, brand, dll).
- Bersedia bekerja 100% WFO di Jakarta Utara
- Nilai Tambah Jika:
 - Punya sertifikasi Meta Blueprint / Google Ads / TikTok Ads.
 - Pernah bekerja di brand beauty / F&B / fashion retail.

JACQUELLEBEAUTE **MULTITASKINGBEAUTY**



Jacquelle
BEAUTE

BE THE ONE

SEND YOUR CV & PORTFOLIO TO

bit.ly/JoinJacquelle

JACQUELLEBEAUTE

MULTITASKINGBEAUTY

Pusat Karier UKRIDA:
IG: @ukrida_pusatkarier
Email: pusatkarier@ukrida.ac.id

WA: 085711750105
Kampus 1 UKRIDA, Gedung A lantai 3

12. PT Buana Energi Sriwijaya



BES
PT. BUANA ENERGI SRIWIJAYA

LOWONGAN KERJA UNTUK POSISI

MANAJER KEUANGAN

Kami mencari individu yang berbakat dan berdedikasi untuk mengisi posisi Manajer Keuangan di perusahaan kami.

Persyaratan :

- Laki - Laki
- Gelar sarjana di bidang Keuangan, Akuntansi, atau Sarana Teknik lebih di sukai
- Memiliki Kemampuan Manajerial dan Leadership dengan Baik
- Berpengalaman Kerja sebagai Manajer Keuangan 5 - 10 Tahun, pengalaman manajer keuangan diproyek menjadi nilai tambah
- Pemahaman mendalam tentang konsep keuangan perusahaan dan analisis data.
- Bersedia ditempatkan di Jakarta dan Palembang

Bergabung Sekarang

Kirimkan CV anda ke:
hrdptbuanaenergisriwijaya@gmail.com



LOWONGAN KERJA UNTUK POSISI

ACCOUNTING

PT BUANA ENERGI SRIWIJAYA bergerak di Bidang Transportir BBM Industri Yang Berkantor Pusat di Jakarta dan Palembang, Kami mencari individu yang berbakat dan berdedikasi untuk mengisi posisi Accounting di perusahaan kami.

Persyaratan :

- **Pria / Wanita**
- **Pendidikan S1 Akuntansi**
- **Berpengalaman Kerja Minimal 3 Tahun di Bidang Akuntansi**
- **Mampu Menyusun Laporan Keuangan dan Laporan Perpajakan**
- **Teliti, Mampu Menganalisis Data, dan Problem Solving dengan baik**
- **Memiliki Sertifikasi Brevet A & B**
- **Bersedia ditempatkan di Jakarta**

Bergabung Sekarang

 Kirimkan CV anda ke: hrdptbuanaenergisriwijaya@gmail.com

 [@PtBuanaEnergiSriwijaya](https://www.instagram.com/PtBuanaEnergiSriwijaya)

 www.buanaenergisriwijaya.com

