

INFO LOWONGAN KERJA JUNI 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. UKRIDA

LEAD TO IMPACT

WE'RE HIRING

JOIN OUR TEAM



WE ARE LOOKING FOR Marketing Communication Staff

- Pendidikan terakhir min. S1 Marketing Communication/Advertisement/Public Relations/Communication
- Memiliki pengalaman di bidang Marketing Communication diutamakan
- Menguasai bidang digital marketing
- Menguasai aplikasi editing seperti canva, capcut, hootsuite dan sejenisnya
- Memiliki kemampuan berbahasa Inggris
- Memiliki inisiatif, inovatif dan mampu bekerja dalam tim maupun individu

Lamaran dapat dikirimkan ke :

Email: psdm@ukrida.ac.id
Subject: Job Application_Marcomm 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

3. Wahana Visi Indonesia



Wahana Visi Indonesia
Area Program Surabaya

Hiring!

**PJI (Penyedia Jasa Individu)
Program Perlindungan Anak**

Periode kerja:
Juni - September 2025

Kualifikasi:

- 1. Latar belakang psikolog atau ada pengalaman di bidang anak
- 2. Pengalaman pendampingan masyarakat
- 3. Bisa mengendarai motor
- 4. Memiliki waktu yang fleksibel (bersedia bekerja di hari libur)

Cakupan pekerjaan: <http://bit.ly/3H8RLjw>

Cara Pendaftaran:

Kirimkan Surat Lamaran, CV, KTP, & SIM ke email:

to: agustin_kurniasari@wvi.org
cc: Nurring_Trisnowati@wvi.org

Deadline pendaftaran: Rabu, 11 Juni 2025 pukul 23.00 WIB

KONTAK INFORMASI: AGUSTIN (085645731188)

4. Amido Makmur Sentosa



**PT AMIDO MAKMOR
TULUS SEJATI**

**WE ARE
HIRING!**

LET'S JOIN OUR TEAM

For The Positions:

- ▶ Business Development Officer
- ▶ Business Development Trainee
- ▶ Business Development Executive
- ▶ Secretary/PA to Director
- ▶ Sales Consultant

Scan here:



APPLY NOW ➤  Send your CV to:
amidohr@gmail.com

Head Office: Jl Daan Mogot KM 11 No. 7, Jakarta Barat 11710, Indonesia | Tlp: 021 - 543 661 11, 543 662 22 | Fax: 021 - 543 660 30/40
Cikarang: Jl. Niaga Raya KAV. AA3 Ruko CBD Jababeka Blok B No. 23 Cikarang Bekasi, Jawa Barat | Tlp: 021 - 2908 3865

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

WA: 085711750105
Kampus 1 UKRIDA, Gedung A lantai 3



**PT AMIDO MAKMOR
TULUS SEJATI**

BUSINESS ★ DEVELOPMENT OFFICER

Posisi:
Business Development Officer

Lokasi: Jakarta, Cikarang

Gaji: Kompetitif + Tunjangan

Kualifikasi:

- + Minimal D3/S1 dari jurusan terkait (diutamakan dari jurusan Ilmu Komunikasi, Bisnis, Pemasaran, Ekonomi);
- + Pengalaman minimal 2 tahun di bidang Business Development, Sales, atau Pemasaran;
- + Memiliki keterampilan komunikasi yang baik, mampu membangun hubungan dengan klien;
- + Berorientasi pada target dan hasil;
- + Mampu bekerja secara mandiri maupun dalam tim;
- + Menguasai Microsoft Office dan memiliki kemampuan analitis yang baik;
- + Mampu berbahasa Inggris (lisan & tulisan) diutamakan.

Tugas & Tanggung Jawab:

- + Mencari dan mengidentifikasi peluang bisnis baru;
- + Mengembangkan dan memelihara hubungan dengan klien dan mitra bisnis;
- + Menyusun laporan kinerja penjualan dan analisis pasar;
- + Melakukan presentasi dan negosiasi kontrak dengan calon klien;
- + Bekerja sama dengan tim internal untuk memastikan kesuksesan strategi bisnis.

APPLY NOW >  Send your CV to:
amidohr@gmail.com

 www.amido.co.id



PT AMIDO MAKMOR
TULUS SEJATI

BUSINESS DEVELOPMENT TRAINEE

Posisi:
Business Development Trainee

Lokasi: Jakarta, Cikarang

Gaji: Kompetitif + Tunjangan

Kualifikasi:

- ✦ Lulusan S1 dari jurusan Ilmu Komunikasi, Bisnis, Pemasaran, Ekonomi, atau bidang terkait;
- ✦ Memiliki minat besar dalam pengembangan bisnis dan pemasaran;
- ✦ Komunikasi yang baik dan percaya diri untuk berinteraksi dengan orang lain;
- ✦ Mampu bekerja dalam tim maupun secara mandiri;
- ✦ Keterampilan analitis dan problem-solving yang baik;
- ✦ Memiliki pengetahuan dasar tentang Microsoft Office (Excel, PowerPoint);
- ✦ Fresh graduate dipersilakan melamar.

Tugas & Tanggung Jawab:

- ✦ Melakukan riset pasar dan mencari peluang bisnis baru;
- ✦ Mendukung tim Business Development dalam pengembangan strategi bisnis;
- ✦ Membantu dalam pembuatan laporan dan analisis hasil penjualan;
- ✦ Berpartisipasi dalam presentasi dan pertemuan dengan klien;
- ✦ Bekerja sama dengan tim internal untuk mendukung pertumbuhan perusahaan.

APPLY NOW > 

Send your CV to:
amidohr@gmail.com

 www.amido.co.id



PT AMIDO MAKMOR
TULUS SEJATI

BUSINESS DEVELOPMENT EXECUTIVE

Posisi:
Business Development Executive

Lokasi: Jakarta, Cikarang

Gaji: Kompetitif + Tunjangan

Kualifikasi:

- + Minimal S1 dari jurusan Ilmu Komunikasi, Bisnis, Pemasaran, Ekonomi, atau bidang terkait;
- + Pengalaman minimal 3-5 tahun di bidang Business Development, Sales, atau Pemasaran;
- + Memiliki kemampuan komunikasi yang sangat baik, baik lisan maupun tulisan;
- + Terbiasa bekerja dengan target dan dapat melakukan negosiasi yang efektif;
- + Memiliki keterampilan analitis dan mampu mengidentifikasi peluang pasar baru;
- + Menguasai Microsoft Office dan perangkat CRM;
- + Mampu berbahasa Inggris (lisan dan tulisan) dengan baik.

Tugas & Tanggung Jawab:

- + Mengidentifikasi dan mengembangkan peluang bisnis baru di pasar B2B;
- + Menjalin hubungan yang kuat dengan klien dan mitra bisnis;
- + Membantu tim dalam proses negosiasi, penutupan kontrak, dan pembuatan proposal;
- + Menyusun laporan perkembangan penjualan dan analisis pasar;
- + Bekerja sama dengan tim internal untuk meningkatkan produk dan layanan perusahaan;
- + Mengikuti tren industri dan pesaing untuk menciptakan keunggulan kompetitif.

APPLY NOW  

Send your CV to:
amidohr@gmail.com

 www.amido.co.id

Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3



PT AMIDO MAKMOR
TULUS SEJATI

BUSINESS SALES CONSULTANT (SALES B2B)

Posisi:
Sales Consultant (Sales B2B)

Lokasi: Jakarta, Cikarang

Gaji: Kompetitif + Tunjangan

Kualifikasi:

- + Usia maksimal 40 tahun, penampilan menarik;
- + Minimal D3/S1 dari jurusan terkait (diutamakan dari jurusan Ilmu Komunikasi, Bisnis, Pemasaran, Ekonomi);
- + Pengalaman kerja minimal 1 tahun di produk IT, ATK, atau sejenisnya;
- + Memiliki catatan penjualan yang baik dan keterampilan negosiasi;
- + Motivasi kerja tinggi dibidang Penjualan Pemerintahan dan Swasta dengan berorientasi tinggi pada target;
- + Diutamakan apabila pengalaman dengan LPSE, LKPP, dan lelang tender pemerintahan;
- + Keterampilan interpersonal yang baik, dan mampu bekerja di bawah tekanan;
- + Attitude baik, rajin, jujur, komunikatif dan dapat membangun hubungan yang baik dengan customer;
- + Diutamakan berdomisili di Jakarta, Cikarang, dan Bogor.

Tugas & Tanggung Jawab:

- + Menjalin dan menjaga hubungan dengan pelanggan Pemerintah dan Swasta;
- + Memastikan pelaksanaan strategi penjualan sesuai dengan tujuan dan target yang ditetapkan;
- + Membantu tim dalam proses negosiasi, penutupan kontrak, dan pembuatan proposal;
- + Bertanggung jawab dalam pengambilan keputusan penting penjualan dan membangun reputasi hubungan dengan customer baru maupun lama;
- + Melakukan proses administrasi yang berhubungan dengan penjualan.

APPLY NOW 

 Send your CV to:
amidohr@gmail.com

 www.amido.co.id



PT AMIDO MAKMOR
TULUS SEJATI

BUSINESS PERSONAL ASSISTANT TO DIRECTOR

Posisi: Personal Assistant to Director

Lokasi: Jakarta, Cikarang

Gaji: Kompetitif + Tunjangan

Kualifikasi:

- + Berpendidikan Minimal Lulusan S1 jurusan Ilmu Komunikasi lebih diutamakan;
- + Diutamakan berdomisili di Jakarta Utara / Jakarta Pusat / Jakarta Barat / Cikarang;
- + Memiliki kendaraan pribadi dan SIM;
- + Fasih berbahasa Inggris dan Mandarin;
- + Memiliki sikap positif dalam setiap situasi;
- + Memiliki kemampuan komunikasi yang baik dan mampu mengelola tugas dengan efektif.

Tugas & Tanggung Jawab:

- + Membantu direktur dalam urusan sehari-hari, termasuk kebutuhan pribadi;
- + Memberikan dukungan administratif, pengendalian, dan koordinasi;
- + Memastikan penanganan pekerjaan kesekretariatan dan tugas lainnya berjalan dengan efisien, termasuk hal-hal yang bersifat rahasia;
- + Mencatat hasil rapat, menyimpan dokumentasi, dan memastikan setiap departemen menjalankan tugasnya;
- + Mengumpulkan dan menyusun data.

APPLY NOW  

Send your CV to:
amidohr@gmail.com

 www.amido.co.id

5. Sinar Mas Land



Be Part of Our Team

Storekeeper Southgate Apartment

Job Descriptions

- Ensure that all materials needed for building maintenance, including those for mechanical and electrical systems, as well as full office supplies, are always available in the warehouse in accordance with set standards and procedures.
- Responsible for storing all purchases.
- Prepare monthly reports for materials, ATK, and housekeeping, and undertake stock opname.
- Processing requests for the purchase of items associated with the acquisition of necessary materials.
- Coordinate with the receiving and purchasing division/department, in every follow-up of the goods order.
- Carry out special tasks outside of the main responsibilities which are at any time given by the direct supervisor or leadership.

Job Requirements

- Minimum associate degree or Diploma in Any Major.
- Minimum 2 years of experience in the field of logistics management/ material management.
- Good Interpersonal skill, Communication skill and Analytical Thinking.
- Can operate the computer properly.
- Willing to be placed in South Jakarta.

Apply Here:

hc.residential@sinarmasland.com

Beware of scams. Sinar Mas Land never ask for any payment from candidate.



sinar mas land
Building for a better future

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

WA: 085711750105
Kampus 1 UKRIDA, Gedung A lantai 3



Be Part of Our Team

Civil Coordinator Southgate Apartment

Job Descriptions

- Create design concepts for building renovation (existing building).
- Create RAB dan BQ from related designs.
- Create detailed drawings of related designs.
- Periodically Supervise the implementation of construction.
- Check the work of the contractor to ensure it fits the implementation procedures.
- Carry out supervision related to civil technical scope (structure, foundation, concrete) and finishing on construction projects.
- Handling problems that may arise in the civil technical scope, including conducting tests.
- Assisting the marketing team in preparing layout drawings and 3D illustrations.
- Accompanying the pre-handover team to check the list and handover of tenants.

Job Requirements

- Minimum bachelor's degree in civil engineering or Architect.
- Minimum 3 years of working experience in Developer or Contractor for Commercial Building / High Rise Project and/or city development roads & infrastructure.
- Computer literacy (ability to operate Microsoft Office, Auto CAD).
- Having knowledge in Civil Construction, Working Drawing, and Structure Material.
- Having the knowledge to make RAB.
- Ability to read and understand blueprints and construction designs.
- Creative and have a good design sense.
- Willing to be located in south Jakarta.

Apply Here:

hc.residential@sinarماسland.com

Beware of scams. Sinar Mas Land never ask for any payment from candidate.



Be Part of Our Team

Tenant Relation Coordinator Southgate Apartment

Job Descriptions

- Carry out and supervise the dissemination and implementation of all relevant policies.
- Resolve tenant complaints promptly and effectively.
- Monitor fit out and repair requests from tenants.
- Ensure that renovation or fit out work is carried out according to applicable regulations and does not disturb other tenants.
- Monitor and evaluate the realization of operational expenditure so that it is in line with the predetermined budget.

Job Requirements

- 'Minimum associate degree or Diploma in any major is required.
- Minimum 3 years of working experience as Tenant Relation or Customer Relation.
- Have a Good Communication, Negotiation, Complaint Handling, and Problem-Solving Skill.
- Computer Literate, Intermediate to Advance Knowledge with Microsoft Office (Excel & Word) and the Internet.
- Willing to be placed in South Jakarta.

Apply Here:

hc.residential@sinarmasland.com

Beware of scams. Sinar Mas Land never ask for any payment from candidate.



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

WA: 085711750105
Kampus 1 UKRIDA, Gedung A lantai 3

Be Part of Our Team

Lease Coordinator Southgate Apartment

Job Descriptions

- Make a work plan and strategies in Lease and Commercial Building.
- Monitor and ensure lease processes are within the determined timeline.
- Survey and analyze the competitor price list, to get data with market values and product conditions.
- Coordinate with internal team and external parties to achieve a higher performance and target.
- Analyze common area rental income reports and promotional media.
- Common area marketing and promotional media.

Job Requirements

- Minimum Diploma Degree in Any Major.
- Minimum 3 years of working experience as Lease Staff in office building, shopping center/retail industry.
- Have an effective communication skill, selling, negotiation, analyst, and high motivation.
- Able to work in a team and actively contribute idea to enhance team performance.
- Computer literacy (Ms. Office).
- Willing to be placed in South Jakarta.

Apply Here:

hc.residential@sinarماسland.com

Beware of scams. Sinar Mas Land never ask for any payment from candidate.



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

WA: 085711750105
Kampus 1 UKRIDA, Gedung A lantai 3

6. Suhendra Kam Consulting

Job and Internship Vacancy



Job

We are opening Accounting & Tax positions for fresh graduate with dedication, integrity, competency and high spirit to join and grow with us

Our requirements are S1 Accounting Graduate with GPA minimum 3.0, experience will be an advantage, proficiency in English and Microsoft Office is a must, and high motivation is valued

The job description will be preparing financial statements from documents to reports, tax returns and related tasks



Internship

We are also opening for Internship for university student with accounting major, who would like to seek for enriching experience, broadening vision and deep knowledge for Accounting and Tax

Our requirements are students with average GPA of 3.0, sufficient knowledge of Accounting, Microsoft Office and English, with enthusiasm for knowledge and experience

The job description will be assisting the team on details of financial statements preparation such as journals, recaps, summary and reconciliation

Send your CV to:

sk CONSULTING

tax, management and accounting

kkp_suhendra@yahoo.com

Jl. Pluit Selatan 1 No.25
Pluit Penjaringan - 14450
Jakarta Utara, Indonesia

Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3

7. PT Aura Cantika Lestari



mood matters

MARKETING MANAGER

Key Responsibilities:

- Develop and implement comprehensive marketing strategies to increase brand awareness, customer acquisition, and sales growth.
- Lead and manage the marketing team, ensuring high performance and alignment with company objectives.
- Oversee digital marketing efforts including SEO, social media, email campaigns, paid ads, and website optimization.
- Conduct market research to identify trends, customer insights, and competitive landscape.
- Plan and manage marketing budgets, ensuring cost efficiency and ROI-focused campaigns.
- Coordinate product launches, promotional events, and partnerships with internal and external stakeholders.
- Analyze campaign performance metrics and prepare regular reports to measure success and identify areas for improvement.
- Maintain brand consistency across all marketing channels and materials.

Qualifications:

- Bachelor's degree in Marketing, Business Administration, Communications, or a related field.
- Minimum 5 years of experience in marketing, with at least 2 years in a managerial role.
- Proven track record of developing successful marketing strategies and managing marketing teams.
- Strong understanding of both traditional and digital marketing channels.
- Excellent leadership, communication, and project management skills.
- Proficiency in marketing tools and platforms such as Google Ads, Meta Business Suite, email marketing tools, and analytics software.
- Creative, data-driven, and result-oriented mindset.
- Fluent in English (both written and verbal).

Send CV to :evelyne.wulan@auracantika.com
Subject : Position_nama

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

mood matters

COMMUNITY SPECIALIST (STAFF)

Job Deskripsi :

- Developing community outreach programs that encourage community participation in local events and activities
- Proactively seeking every opportunity via event and partnership to connect with the community and contribute to the marketing pipeline.
- Facilitating community outreach by building relationships with community members and local leaders.
- Align with company marketing strategy or direction and translate into community, event and partnership activities.

Qualification:

- Solid knowledge of community marketing.
- Experience in manage multiple concurrent projects.
- Effective relationship management skills with an eye for detail and negotiation skill.
- Flexible and independent, with the ability to excel in a fast-paced environment.
- Strong verbal and written communication skills.
- Process-oriented. Able to invent and simplify the process.
- Fluent in English and Bahasa Indonesia, both written and oral.
- Responsible for both online Community (Telegram) operation and offline community event operation.

Send CV to :evelyne.wulan@auracantika.com
Subject : Position_nama

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

8. Sutindo

We're Looking for You Sales Executive



 All Area Sutindo Group

Deskripsi Pekerjaan

1. Menangani penjualan & pemasaran produk antara lain : carbon steel, kuningan, tembaga, kabel tembaga, stainless steel, building material, sanitary ware, cat, dll
2. Menjalin relasi dengan customer
3. Melakukan transaksi & bernegosiasi dengan customer

Kualifikasi

1. D3/S1 Segala Jurusan
2. Memiliki kemampuan komunikasi dan negosiasi, serta bersedia mobile
3. Mampu mengendarai motor dan mobil serta memiliki SIM A dan C
4. Menjadi nilai tambah apabila sudah memiliki pengalaman di bidang yang sama minim 1 tahun

Scan for Apply



 [sutindojakartaofficial](#)  www.sutindo.com
 [sutindorecruitmentcenter](#)  [Anugerah Total Solusi](#)

tinyurl.com/FORMHIRINGSGJUN25

We're Looking for You Purchasing Local/Import



 Surabaya, Jakarta

Deskripsi Pekerjaan

1. Bertanggung jawab untuk menjamin ketersediaan stock barang
2. Menjalin relasi dengan supplier di dalam dan luar negeri
3. Bekerja sama dan berinteraksi dengan departemen internal
4. Melakukan surat menyurat dengan supplier luar negeri

Kualifikasi

1. S1 Segala Jurusan
2. Aktif dalam menggunakan Bahasa Inggris (dengan skor TOEFL min. 500 / skor IELTS min. 8)
3. Aktif dalam menggunakan Bahasa Mandarin (dengan skor HSK minimal Level 4 dengan skor 200)
4. Suka bekerja dengan angka dan data

Scan for Apply



 [sutindojakartaofficial](#)

 www.sutindo.com

 [sutindorecruitmentcenter](#)

 [Anugerah Total Solusi](#)

tinyurl.com/FORMHIRINGSGJUN25

Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3

We're Looking for You

Finance and Accounting



📍 Surabaya, Malang,
Semarang, Jakarta

Deskripsi Pekerjaan

1. Bertanggung jawab terhadap pembuatan laporan keuangan, penagihan piutang dan pelaporan pajak
2. Memantau ketersediaan cash flow

Kualifikasi

1. D3/S1 Accounting
2. Menguasai perpajakan
3. Fresh Graduate atau sudah memiliki pengalaman dibidang Finance minimal 1 tahun
4. Menjadi nilai tambah apabila memiliki sertifikasi Brevet A dan B

Scan for Apply



sutindojakartaofficial

www.sutindo.com

sutindorecruitmentcenter

Anugerah Total Solusi

tinyurl.com/FORMHIRINGSGJUN25

Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3

We're Looking for You

General Affair Sipil



📍 Surabaya

Deskripsi Pekerjaan

1. Bertanggung jawab dalam perencanaan
2. Melakukan perhitungan estimasi biaya
3. Bertanggung jawab dalam pelaksanaan dan pengawasan project Sutindo Group
4. Bertanggung jawab dalam pemeliharaan gedung dan inventaris perusahaan

Kualifikasi

1. S1 Teknik Sipil
2. Memiliki sim A dan C
3. Bersedia mobile dan kerja lapangan
4. Fresh Graduate / memiliki pengalaman minimal 1 tahun di bidang yang sama

Scan for Apply



tinyurl.com/FORMHIRINGSGJUN25

[sutindojakartaofficial](https://www.instagram.com/sutindojakartaofficial)

www.sutindo.com

[sutindorecruitmentcenter](https://www.instagram.com/sutindorecruitmentcenter)

Anugerah Total Solusi

Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3

9. Yayasan Citra Berkas



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

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



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



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



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



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

Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3

10. PT Dharma Satya Nusantara



Join Us! Ziffel 2025

DSNG Excellent Future Leader Program

A comprehensive program to develop your career to become **Dharma Satya Nusantara Group Future Leader** within one year, through various development and challenging roles




Who Are We Looking For?

- ✓ Bachelor's or Master's degree with minimum GPA 3.00 (scale of 4), with any major especially

Business & Marketing
Engineering
Communication

Economic (Management & Accounting)
Psychology

Social Science
Statistic
Law
- ✓ Recent graduate or professional with **up to 2 years of work experience**
- ✓ **Fluent in English Communication**, proven by TOEFL score of 500 or IELTS score of 6
- ✓ **Leadership experiences** in campus or community organizations
- ✓ Strong **business acumen** and a passion for **continuous learning**
- ✓ A **confident, social, and enthusiastic** personality
- ✓ Willing to be placed in **various locations and roles** within DSNG operation

Register Here careerhub.dsn-group.co.id

Closing date: **30 June 2025**

Our Official Website
www.dsn.co.id

 @dsn_group
 @dsn_group
 PT Dharma Satya Nusantara Tbk
 PT Dharma Satya Nusantara Tbk



11. PT Erajaya Swasembada Tbk



The poster is for a 'Fresh Hiring' event in the 'Finance & Tax Series'. It features a blue background with a white graduation cap icon. The event is scheduled for Friday, 04 July 2025, from 10.00 to 15.00 WIB via an online Zoom meeting. It targets freshly graduated individuals seeking their first job in finance and tax. The poster lists open positions for Finance Staff and Tax Staff, and outlines requirements such as being a fresh graduate in Accounting, Finance, or similar majors, being eager to learn, and being detail-oriented. It provides a QR code and the website REBRAND.LY/HIREFINANCE for applications. A calculator and financial documents are shown in the bottom right corner.

erajaya
Group of Companies

Fresh Hiring

Finance & Tax Series

Friday, 04 July 2025
10.00 - 15.00 WIB

ONLINE
ZOOM MEETING

Freshly graduated & looking for your first job in finance & tax?
JOIN NOW!

OPEN POSITIONS

Finance Staff Tax Staff

WHAT'S IN IT FOR YOU?

- Introduction to Erajaya
- Speed Interview Session with the Recruiter

REQUIREMENTS

- Fresh graduates in Accounting, Finance, or similar majors
- Eager to learn and grow in the finance world
- Detail-oriented and good with numbers

HOW TO APPLY?



SCAN THE QR or VISIT
REBRAND.LY/HIREFINANCE

*Only short-listed candidates will be invited to the online session.

 career.erajaya.com   [@erajaya_career](https://www.tiktok.com/@erajaya_career)  [Erajaya Swasembada](https://www.linkedin.com/company/erajaya-swastembada)



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





Fresh Hiring

Finance & Tax Series

Friday, 04 July 2025
10.00 – 15.00 WIB

ONLINE
ZOOM MEETING

Finance AR Staff

RESPONSIBILITIES

- Manage day-to-day operations of the AR department: create, implement and maintain policies, procedures, and controls, streamline billing and collection process, and cash application functions for the company
- Monitor aging balances and cash flow
- Manage monthly AR closing process including reconciliation of AR sub-ledger to GL and prepare AR month-end schedules, revenue report, and reconciliation to GL and metrics used for internal reporting
- Reviews with management creditworthiness decisions on marginal credit approvals and slow-paying accounts

REQUIREMENTS

- Bachelor Degree in accounting / finance / management major from reputable university
- Fresh graduates are welcome
- Have 1 year experience as Finance AR
- Proficient in processing data using Ms. Excel (Vlookup, Hlookup, Pivot table, IF functions)
- Proficient in using SAP will be a plus
- Agile and can work in dynamic working culture

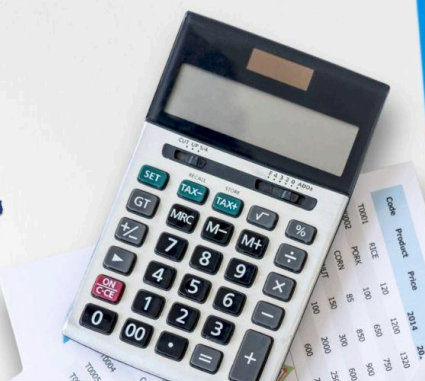
HOW TO APPLY?



SCAN THE QR or VISIT

REBRAND.LY/HIREFINANCE

*Only short-listed candidates will be invited to the online session.



 career.erajaya.com

 @erajaya_career
  Erajaya Swasembada



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

WA: 085711750105
Kampus 1 UKRIDA, Gedung A lantai 3





Finance & Tax Series

Friday, 04 July 2025
 10.00 – 15.00 WIB

ONLINE
 ZOOM MEETING

Finance AP Staff

RESPONSIBILITIES

- Receive, review, and verify supplier/vendor invoices
- Perform 3-way matching between invoices, purchase orders, and receiving documents
- Enter transactions into the ERP system (e.g., SAP, Oracle, Accurate)
- Prepare payment schedules based on invoice due dates and agreed terms
- Maintain accurate AP records and support monthly financial closing
- Coordinate with the procurement, warehouse, and vendor teams to resolve discrepancies
- Perform account payable reconciliation to ensure data accuracy and avoid duplicate payments
- Properly file supporting documents related to all payments

REQUIREMENTS

- Bachelor Degree in accounting / finance / management major from reputable university
- Have at least 1 year experience as Finance AP/AR/ Budgeting
- Fresh graduates are welcome
- Have working experience in retail industry will be a plus
- Proficient in processing data using Ms. Excel (Vlookup, Hlookup, Pivot table, IF functions)
- Agile and can work in dynamic working culture
- Willing to be placed in Landmark Pluit

HOW TO APPLY?



SCAN THE QR or VISIT

REBRAND.LY/HIREFINANCE

*Only short-listed candidates will be invited to the online session.



 career.erajaya.com
 
 @erajaya_career
  Erajaya Swasembada

ecareer

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

WA: 085711750105
Kampus 1 UKRIDA, Gedung A lantai 3





Fresh Hiring

Finance & Tax Series

Friday, 04 July 2025
10.00 – 15.00 WIB

ONLINE
ZOOM MEETING

Tax Staff

RESPONSIBILITIES

- Supporting accounting & tax team for closing process
- Compiling accounting report
- Checking the tax report and making sure that we are following the tax compliance
- Ad-hoc project that's related with accounting & tax

REQUIREMENTS

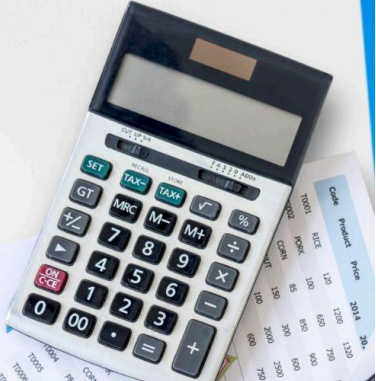
- Bachelor Degree in Accounting preferably concentration in Tax
- Fresh graduates are welcome
- Have 1 year experience in Tax
- Proficient in processing data using Ms. Excel (Vlookup, Hlookup, Pivot table, IF functions)
- Proficient in using Coretax and DJP Online
- Have Brevet A/B certification
- Agile and can work in dynamic working culture

HOW TO APPLY?



SCAN THE QR or VISIT
REBRAND.LY/HIREFINANCE

*Only short-listed candidates will be invited to the online session.



 career.erajaya.com   [@erajaya_career](https://www.tiktok.com/@erajaya_career)  [Erajaya Swasembada](https://www.linkedin.com/company/erajaya)



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

WA: 085711750105
Kampus 1 UKRIDA, Gedung A lantai 3

12. PT Optiviel Cable

WE'RE HIRING!

SALES ACCOUNT EXECUTIVE

We are looking for candidates who
is organized and detail-oriented to
join our team!



Requirements:

- Male, Max 30 years old
- Minimum Bachelor Degree (S1)
- Good communication and organizational skills
- Have similar experience preferable

Benefits:

- Competitive salary
- Career growth opportunities
- Friendly and supportive work environment



Send your CV & Cover Letter to
hrd@optiviel.com

[Apply Now](#)

13. KOI The



KOI The

JOB VACANCY

Accounting Officer

REQUIREMENTS

- Candidate within 22 - 30 years old
- Bachelor degree in accounting
- Min. 1 year of working experience in related field
- Experienced in Account Payable and Account Receivable are preferable
- Proficient in using Excel and Accounting System (Accurate)
- Having basic understanding principles of Accounting Procedure and Taxes
- Placement at Head Office, Jakarta Barat

Drop Your CV

hr@koicafe.co.id

with subject:
Accounting

Only shortlisted candidate will be contacted

14. PT Adia Pradipta Lestari



PT ADIA PRADIPTA LESTARI

Information Technology Computer
System Data
Web

Lowongan Kerja

IT SUPPORT

Kualifikasi :

- Usia maksimal 30 Tahun
- Pendidikan minimal D3 IT atau Teknik Elektro
- Berpengalaman minimal 2 Tahun (Network & Infrastructure)
- Menguasai Operating System & Security sebagai nilai tambah
- Memiliki Kendaraan Pribadi
- Berdomisili DKI Jakarta

Kirimkan Lamaran anda ke :
Sales@apradipta.com
Subjek : IT 2025 - Nama Pelamar

15. Porto Footwear

WE ARE HIRING

porto™

Inventory Asset Staff

Responsibilities

- Mengelola dan memantau pencatatan aset perusahaan secara akurat
- Melakukan stock opname dan audit aset secara berkala untuk memastikan kesesuaian data
- Mengkoordinasikan pemindahan aset sesuai kebutuhan operasional
- Menyusun laporan terkait status aset, termasuk usia, nilai, dan kondisi barang
- Berkoordinasi dengan tim terkait untuk pengadaan dan penghapusan aset yang sudah tidak digunakan

Requirements

- Pendidikan minimal D3/S1 Manajemen atau Teknik Industri
- Fresh Graduate dipersilahkan melamar
- Memiliki pemahaman terkait pengelolaan inventory atau aset perusahaan
- Menguasai Microsoft Excel
- Teliti, detail, dan memiliki kemampuan analisis data yang baik
- Mampu bekerja dalam tim maupun individu
- Bersedia bekerja di Head Office (Vikamas, Jakarta Utara)



rani.nadya@porto.co.id
(Subject : Name_Position)



Porto_Footwear



Porto Footwear



Porto_Footwear

Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3

WE ARE HIRING

porto™

Finance Staff

Responsibilities

- Memproses dan memverifikasi tagihan dari vendor
- Menyiapkan dan melakukan pembayaran tepat waktu
- Melakukan rekonsiliasi akun hutang dan laporan bulanan
- Memastikan kelengkapan dokumen pendukung transaksi
- Berkoordinasi dengan vendor dan departemen lain terkait pembayaran

Requirements

- Lulusan D3 atau S1 Akuntansi, Manajemen atau terkait
- Fresh Graduates dipersilahkan melamar
- Mampu mengoperasikan Microsoft Office khususnya Excel dengan baik
- Teliti, rapi, dan cekatan
- Bersedia 6 hari kerja (Senin-Sabtu)
- Bersedia bekerja di Head Office Porto (Vikamas, Penjaringan, Jakarta Utara)



rani.nadya@porto.co.id
(Subject : Name_Position)



Porto_Footwear



Porto Footwear



Porto Recruitment

Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3

16. BSS Recruitment Consultant


#39TahunBersama



Follow For More Information:
bssrecruit.id




We're Looking for

IT Tutor

 **Jabodetabek**

 **Coding/Digital**

Kualifikasi:

- Pria/Wanita, usia maksimal 35 tahun
- Min. Pendidikan S1 (Mahasiswa Aktif diperbolehkan minimal semester 5)
- Jurusan IT/SI/DKV/Ilkom/Elektro/Multimedia dari universitas unggulan
- Memiliki pengetahuan dan pemahaman yang tajam tentang ilmu komputer, dasar pengkodean, dan STEM

Jobdesc:

- Mengajar siswa dalam memberikan latar belakang yang kuat pada ilmu komputer
- Memberikan instruksi bahasa pemrograman, dasar-dasar pengodean, dan merancang program yang kreatif
- Mendukung siswa dengan pengaturan komputer, navigasi, dan pemecahan masalah teknologi

Benefits:

Fee Rp200.000/3-4 Jam Kerja

Hari masuk kerja 1-3 hari (d disesuaikan dengan penempatan sekolah)

Kirim Lamaran ke Email

mutiara.angelica@bss.co.id

Subject: EduConsultant_(Nama)

*Lamaran diutamakan melalui Email

Via Whatsapp:

📞 0882-6154-1330

Mutiara

BSS EXECUTIVE SEARCH & CONTRACT PERSONNEL




BSS Recruitment Consultant
 bssrecruits.co.id


#39TahunBersama



Follow For More Information:
bssrecruit.id 



We're Looking for
Education/Marketing Consultant



Jabodetabek

Kualifikasi:

- Pria/Wanita, usia maksimal 30 tahun
- Pendidikan minimal S1, semua Universitas
- Mempunyai pengalaman sebagai marketing Education/Asuransi/Perbankan
- Target Oriented (Product Knowledge Kelas Bimbel)
- 6 hari kerja 1 hari libur

Jobdesc:

- Mengidentifikasi dan menjangkau calon pelanggan melalui berbagai saluran, seperti online, offline, atau event.
- Merencanakan strategi penjualan dan target yang jelas untuk mencapai target perusahaan
- Mempromosikan dan menjual produk/layanan kepada pelanggan, direct maupun online
- Membantu pelanggan dengan pertanyaan ataupun keluhan terkait produk/layanan
- Melakukan follow-up dengan pelanggan untuk memastikan kepuasan dan meningkatkan peluang repeat order

Benefits:

Gaji Rp4.000.000-Rp8.000.000 + Insentif + BPJS BPU

Kirim Lamaran ke Email

mutiara.angelica@bss.co.id

Subject: EduConsultant_(Nama)

*Lamaran diutamakan melalui Email

Via Whatsapp:

📞 0882-6154-1330

Mutiara

BSS EXECUTIVE SEARCH & CONTRACT PERSONNEL

 BSS Recruitment Consultant
  bssrecruits.co.id

17. Ciputra Group

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

WA: 085711750105
Kampus 1 UKRIDA, Gedung A lantai 3



We're HIRING!

Infrastructure Inspector

Deskripsi Pekerjaan

- Mengawasi dan memeriksa Pembangunan maupun perbaikan infrastruktur agar sesuai dengan perencanaan yang telah disepakati
- Mengawasi dan memeriksa pelaksanaan Pembangunan fasilitas umum termasuk WTP, fasilitas social, PJU, infrastruktur dan utilitas (supply air bersih, fiber optic, etc) serta area komersial
- Melakukan inspeksi dan penilaian progress pembangunan sesuai dengan standar yang ditetapkan oleh perusahaan
- Melakukan pengecekan kesesuaian spesifikasi material
- Mengawasi perawatan pekerjaan infrastruktur

Persyaratan Kerja

- Minimal S1 Teknik Sipil
- Minimal 1 tahun pengalaman di posisi yang sama (khususnya di developer)
- Familiar dengan shopdrawing dan gambar siteplan
- Bersedia ditempatkan di project-project area Jabodetabek

Kirim CV terbaru anda ke : ✉

recruitmentciputra1@ciputra.com

Subject Email : Nama Pelamar_Posisi



Ciputra - Citra Garden Group



[wearecitragarden](https://www.instagram.com/wearecitragarden)



<https://www.ciputra.com/id/perusahaan>

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



We're HIRING!

MEP Inspector

Deskripsi Pekerjaan

- Melakukan inspeksi rutin terhadap pekerjaan instalasi MEP di lokasi proyek
- Memastikan pekerjaan sesuai dengan gambar kerja, spesifikasi teknis, dan standar yang ditetapkan
- Memeriksa kualitas material dan kelayakan instalasi MEP selama proses konstruksi
- Mampu membaca gambar MEP serta memahami pekerjaan MEP

Persyaratan Kerja

- Min. pendidikan S1 Mechanical/Electro
- Min. 3 tahun pengalaman (diutamakan yang memiliki spesialisasi dalam MEP khususnya landed property)
- Memahami standar dan peraturan terkait MEP (misalnya: SNI, peraturan kelistrikan, peraturan plumbing, dsb)
- Bersedia ditempatkan di project-project area Jabodetabek

Kirim CV terbaru anda ke : ✉

recruitmentciputra1@ciputra.com

Subject Email : Nama Pelamar_Posisi



Ciputra - Citra Garden Group



wearecitrargarden



<https://www.ciputra.com/id/perusahaan>

Pusat Karier UKRIDA:

IG: @ukrida_pusatkarier

Email: pusatkarier@ukrida.ac.id

WA: 085711750105

Kampus 1 UKRIDA, Gedung A lantai 3



We're HIRING!

Building Inspector

Deskripsi Pekerjaan

- Mengawasi dan memeriksa pembangunan maupun perbaikan bangunan, struktur dan arsitektur
- Melakukan inspeksi dan penilaian progress pembangunan sesuai dengan standar yang ditetapkan oleh Perusahaan
- Melakukan pemeriksaan material bangunan sesuai dengan spesifikasi yang telah disetujui
- Melakukan test tekan instalasi air bersih, test rendam, test gelontor, test kemiringan lantai, test fungsi air bersih, test fungsi instalasi listrik, etc

Persyaratan Kerja

- Min. pendidikan S1 Teknik Sipil
- Memiliki pengalaman minimum 1 tahun di bidang yang sama
- Terbiasa bekerja dibawah tekanan, inisiatif
- Bersedia ditempatkan di proyek-proyek area Jabodetabek

Kirim CV terbaru anda ke : ✉

recruitmentciputra1@ciputra.com

Subject Email : Nama Pelamar_Posisi



Ciputra - Citra Garden Group



[wearecitrargarden](https://www.instagram.com/wearecitrargarden)



<https://www.ciputra.com/id/perusahaan>

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