

# PT. JDA-INDONESIA

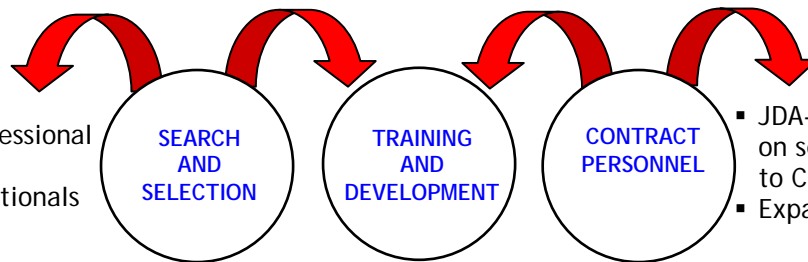
## John Davidson & Associates Indonesia

*Manpower Consultants - Oil & Gas, Mining, Manufacturing & Construction*

PT. JDA- Indonesia are manpower consultants for the Oil & Gas, Mining, Manufacturing and Construction industries within Indonesia.

JDA had been servicing the Indonesian Oil & Gas, Mining, Manufacturing and Construction industry for 20 years. As a result of the decision to strengthen JDA's presence in Indonesia, JDA- Indonesia are now strongly represented in Indonesia with offices in Jakarta, Balikpapan, Sangatta, Batu Hijau, Soroako, Tembagapura, and Sorong.

Our Total Human Resources and Manpower Consultancy Services are specifically targeted to suit the needs of the Indonesian market include:



- Technical and Professional Staff
- Expatriates and Nationals

- JDA-Indonesia contractors on secondment contracts to Clients
- Expatriates and Nationals

- Position Description
- Advertising
- Database Search
- Network Search
- Psychological Assessments
- Reference & I.D. Checking
- Remuneration Benchmarking

- Training & Development
- Commissioning & Shutdown Teams
- Cultural & Site Inductions
- Project Bid Assistance, Partnering & On-site Project Support

- Payroll Service
- Visa & Work Permit Service
- Travel & Logistics Service
- Greenfield Service
- Outplacement Services

## PT. JDA-INDONESIA

### John Davidson & Assoc. Indonesia

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## **RECRUITMENT METHODOLOGY**

**Client Briefing and Position Description Determined**



**Development of a Recruitment Strategy**



**Database Search**

**Advertising**

**Network Search**



**Check CV against Position Description**



**Interviews & Assessments (as required by Client)**



**Presentation of Shortlist and Candidate Reports to Client  
(Include Career Overview, Interview Notes and CV)**



**Reference & I.D. Checking (as required by Client)**



**Psychological Assessment (if requested by Client)**



**Agreement on Interview Arrangements**



**Negotiate Employment Offer**



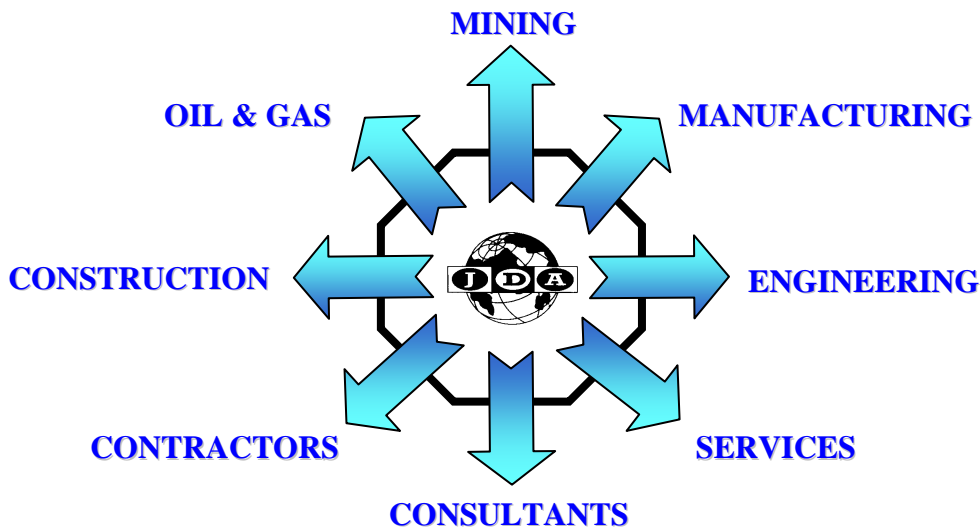
**Advise Unsuccessful Candidates**



**Follow up contact with Appointee and Client**

## JDA-INDONESIA EXPERIENCE

JDA- Indonesia's main clientele are foreign and domestic companies operating in the following industries:



Services provided to these companies have been predominantly in the areas of permanent appointments and contractors working on the JDA payroll.

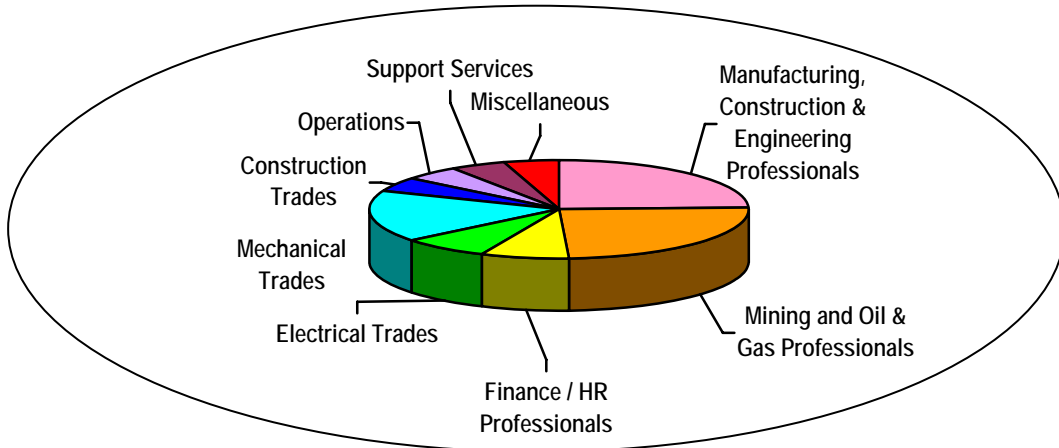
We have placed and contracted nationals and expatriates to multi-national companies located in all regions of Indonesia, including Kalimantan, Java, Sulawesi, Maluku, Nusa Tenggara Timur, Irian Jaya and Riau. We have also placed Indonesian nationals into multi-national companies in South Africa, Australia, Papua New Guinea and the Middle East.

The scope of work performed for various clients has ranged from providing technical start-up crews to senior management teams. We have further managed the entire human resource function for various companies hence assuming responsibility for all employee affairs.

# THE JDA-INDONESIA DATABASE

## EXPATRIATE PERSONNEL CATEGORIES

The JDA- Indonesia expatriate database contains over 50,000 quality candidates from all disciplines and levels. The main categories that we service are as follow:



CONSTRUCTION & ENGINEERING PROFESSIONALS
<ul style="list-style-type: none"> <li>◆ Electrical Engineers</li> <li>◆ Mechanical Engineers</li> <li>◆ Civil Engineers</li> <li>◆ Draftspeople</li> <li>◆ Architects</li> <li>◆ Planners</li> <li>◆ Quantity Surveyors</li> <li>◆ Contract Engineers</li> </ul>

CONSTRUCTION TRADES
<ul style="list-style-type: none"> <li>◆ Building Tradesmen</li> <li>◆ Crane Operators</li> <li>◆ Driller, Diamond, Airtrack, Hydraulics</li> <li>◆ Plumber / Drainer</li> <li>◆ Rigger, Dogman, Scaffolder</li> <li>◆ Surveyors</li> </ul>

MINING AND OIL & GAS PROFESSIONALS
<ul style="list-style-type: none"> <li>◆ Mining Engineers</li> <li>◆ Petrochemical and Petroleum Engineers</li> <li>◆ Metallurgists</li> <li>◆ Chemists</li> <li>◆ Geologists &amp; Geophysicist'</li> <li>◆ Drilling Engineers</li> <li>◆ Production Engineers</li> <li>◆ Divers</li> <li>◆ Marine Engineers</li> </ul>

MECHANICAL & ELECTRICAL TRADES
<ul style="list-style-type: none"> <li>◆ Boilermaker Welders</li> <li>◆ Heavy Equipment Fitters</li> <li>◆ Mechanical Fitters / Machinists</li> <li>◆ Electricians</li> <li>◆ Refrigeration / Air Conditioning</li> </ul>

OPERATORS
<ul style="list-style-type: none"> <li>◆ Equipment Operators</li> <li>◆ Process Operators</li> <li>◆ Power Operators</li> </ul>

MANUFACTURING PROFESSIONALS
<ul style="list-style-type: none"> <li>◆ Management Positions</li> <li>◆ Marketing/Communications</li> <li>◆ Engineering</li> <li>◆ Distribution/Logistics</li> <li>◆ Financial Controllers</li> </ul>

FINANCE / HUMAN RESOURCES PERSONNEL
<ul style="list-style-type: none"> <li>◆ Accountants</li> <li>◆ Personnel</li> <li>◆ Teachers</li> <li>◆ Analysts</li> <li>◆ Banking</li> <li>◆ Client Services</li> </ul>

## NATIONAL PERSONNEL CATEGORIES

The JDA-Indonesia national database, which is increasing on a daily basis, currently contains over 15,000 quality candidates. The main national categories that we can service are as follows:

CONSTRUCTION & ENGINEERING PROFESSIONALS
<ul style="list-style-type: none"> <li>◆ Architects</li> <li>◆ Planners</li> <li>◆ Surveyors</li> <li>◆ QA / QC</li> <li>◆ Electrical Engineers</li> <li>◆ Mechanical Engineers</li> <li>◆ Civil Engineers</li> <li>◆ Draftspeople</li> </ul>

FINANCE / HUMAN RESOURCES PROFESSIONALS
<ul style="list-style-type: none"> <li>◆ Accountants</li> <li>◆ Personnel</li> <li>◆ Economists</li> <li>◆ Trainers</li> <li>◆ Management Positions</li> <li>◆ Insurance</li> <li>◆ Industrial Relations</li> </ul>

MINING AND OIL & GAS PROFESSIONALS
<ul style="list-style-type: none"> <li>◆ Mining Engineers</li> <li>◆ Petrochemical and Petroleum Engineers</li> <li>◆ Metallurgists</li> <li>◆ Chemists</li> <li>◆ Geologists &amp; Geophysicist'</li> <li>◆ Drilling Engineers</li> <li>◆ Production Engineers</li> <li>◆ Divers</li> <li>◆ Marine Engineers</li> <li>◆ Operators</li> </ul>

SUPPORT SERVICES
<ul style="list-style-type: none"> <li>◆ Client Service</li> <li>◆ OH &amp; Safety</li> <li>◆ Security</li> <li>◆ Environmental</li> <li>◆ Secretarial</li> <li>◆ Personal Assistant</li> </ul>

MANUFACTURING
<ul style="list-style-type: none"> <li>◆ Distribution/Logistics</li> <li>◆ Industrial Design</li> <li>◆ Plant Managers</li> <li>◆ Purchasing/Procurement</li> <li>◆ Quality Assurance</li> <li>◆ Supervisors</li> <li>◆ Warehousing</li> <li>◆ Engineering</li> <li>◆ FMCG Professionals</li> </ul>

MISCELLANEOUS
<ul style="list-style-type: none"> <li>◆ Computer / IT</li> <li>◆ Shipping / Logistics</li> <li>◆ Environmental</li> <li>◆ Teachers</li> <li>◆ Public Relations</li> <li>◆ Community Relations and Aid</li> <li>◆ Government Regulations</li> <li>◆ Marketing</li> <li>◆ Real Estate</li> <li>◆ Account Managers</li> <li>◆ Project Managers</li> <li>◆ Analysts</li> <li>◆ Academics</li> <li>◆ Researchers</li> <li>◆ Inspectors</li> <li>◆ Telecommunications</li> <li>◆ Design/Graphics</li> </ul>

- We understand the importance of screening potential candidates.
- We use structured reference checking processes to ensure the integrity of supporting qualifications as well as to validate past experience.
- Comprehensive I.D. checking is also carried out, hence ensuring that candidates comply with all Indonesian Government regulations and legal requirements.

## THE JDA-INDONESIA TEAM

### John Davidson



John Davidson, **Executive Chairman** of JDA. John's career has been dominated by his service to CRA on the Bougainville Copper Project. He joined the project in the employment of construction manager, Bechtel Pacific. In the subsequent 20 years, his experience encompassed supply, retail management, maintenance planning, training management, personnel administration and for many years personnel recruitment. John consults across all employment disciplines but with an emphasis on mining professionals.

### Robert Lee



Bob is the **President Director** of JDA-Indonesia in Jakarta, Indonesia. He is a civil engineer with a long record of successful projects throughout South East Asia. During a period of thirty years, he has managed projects in Indonesia, Hong Kong and Papua New Guinea. As the Construction Manager for Leighton Contractors in Hong Kong, Bob had to oversee many civil construction projects. In Indonesia and PNG, he was primarily involved in the development of several mining projects. His extensive experience in professional and management roles can only enhance the efficiency and capabilities of the JDA- Indonesia team.

### John Marsh



As our **Business Support Manager**, John has recently transferred to Jakarta from our Brisbane Office and brings with him over 40 years experience in the field of mechanical maintenance for mining and construction machinery. During his career he has been employed in managerial roles for major contracting companies within Australia and overseas and has held the positions of Marketing Sales Manager, Branch and State Manager for equipment manufacturers. Having worked in Indonesia on two previous occasions, John has gained an understanding of the Indonesian culture and the varied and diverse needs of our clients.

### Philip Carins



As the **Business Development Manager in Kalimantan**. Philip was transferred to the Balikpapan office of JDA-Indonesia from our Brisbane office. With over three years experience in the field of recruitment and placements of skilled personnel, he also brings with him thirty years experience in the mining and heavy equipment Industry. During his career Philip has been employed in supervisory roles with major mining and contracting companies. Philip is concentrating on expanding JDA-Indonesia's Business covering the Mining, Oil & Gas Industries in the Kalimantan region.

## THE JDA-INDONESIA TEAM (cont)

### Luciana Lukman



Luciana has joined our company since the initial set up and has built a deep understanding of the company's operation and philosophy. During her first few years, Luciana was also involved in the recruitment of national candidates. As our newly appointed **Director**, Luciana is responsible and has an in-depth knowledge of General Affairs and Operational issues, especially with regard to expatriate documentation. Luciana's formal education is in Informatics Management from UPN Jakarta, supplemented by a course of study on Applied Psychology at Universitas Indonesia. She also holds a CPS/CAP Certificate in Administration from the Office Professional Institute. Prior to joining PT JDA- Indonesia, Luciana spent seven years working under government-joint project, USAID, where she built her career as a Program Development Specialist. In addition, she also has working experience in pricing units for multinational companies in shipping and food industries

### Don Bosco Aritonang



Don joined us as our **Chief Accountant** in early 2004. He holds a Degree in Accounting from University of Gadjah Mada in Yogyakarta as well as a Master's Degree in International Business Studies from Prasetya Mulya School of Management in Jakarta. Don has had extensive experience in Finance Management for various foreign companies. He is responsible for Finance and Accounting reporting and control, as well as Taxation, Payroll and Insurance matters.

### Donna Basalama



Our **National Business Development Manager**, Dana has worked in various industries and services ranging from trading, banking to telecommunications services. He has outstanding knowledge in recruitment and selection for executive search and is also experiences in dealing with the mining, oil & gas and others general sector industries. In this position he is accountable for promoting JDA Indonesia's Services as well as preparing the market strategy for supporting consultant business division.

### Suri Januarsih



Prior to joining PT. JDA-Indonesia as one of our Consultants, Suri has had several years working experience in the manufacturing and service sectors. Her strong customer service orientation and leadership skills have made her an efficient team player. She is currently pursuing her Degree in PR Studies from the Mercu Buana University, and is in charge of Accounting, Finance and HR positions for oil & gas and other sectors.

## THE JDA-INDONESIA TEAM (cont)

### Sangkala Wondal



Sangkala holds a Degree in Mechanical Engineering from the National Institute of Science and Technology (ISTN) Jakarta. He has had several years of experience in trading company and heavy equipment dealers. Prior to joining PT. JDA-Indonesia, Sangkala was employed by a multinational company specializing in Heavy Equipment dealership as a Service Analyst. His main responsibility was to cover many different engineering jobs. As a Consultant for PT JDA-Indonesia, Sangkala is responsible for the sourcing of candidates for Mechanical, Civil, Structural and Project Engineering, as well as Heavy Equipment mechanics.

### Sunardi



Sunardi has a Degree in Mechanical Engineering from Universitas Negeri Makassar (UNM) and responsible for the placement of Contract Personnel for Engineering position. Prior to joining us, Sunardi has gained extensive experience in the Engineering field with practical experience in machinery maintenance, welding, estimation, steel fabrication, etc. He was also Maintenance Supervisor in charge of diesel engines, forklift (diesel/electric), screw compressor (pneumatic & hydraulic), Air conditioning, Air dryer, Cooling tower and Fire hydrant system. As Workshop Manager for a shipping company, Sunardi was in charge of preventive maintenance, overhaul, rebuilding diesel engine (Yanmar, Daihatsu, CAT, Niigata), fabrication, repair of engine parts and production of new parts, Hydraulic, welding, Crane and Heavy equipment. Sunardi's valuable experiences have provided him with the knowledge and skills to manage technical positions for contracting personnel.

### Totong Saidin WS



Saidin holds a Master's Degree in Human Resources Studies from the Institute Management Magister Indonesia IMMI. Saidin has had several years experience as Human Resource Development Supervisor for leading Oil and Gas companies and Telecommunication.

### Yulita Rosa Handayani



Rosa holds a Degree in Psychology from Diponegoro University in Semarang. Prior to joining JDA-Indonesia in September 2006, She has had several years experience as Recruitment & Training Officer for an Organization Development Consulting. She has experienced in recruitment, training program and psychological observer & facilitator for outbound training.

## THE JDA-INDONESIA TEAM (cont)

### Erwina Yustika



Wina holds a degree in Psychology from UPI YAI in Jakarta. Prior to joining JDA-Indonesia in September, Wina has had several years experience as Recruitment Officer for leading family entertainment. She started her recruitment career as an assistant psychologist for consumer goods and trading company, and later became a Recruitment Consultant.

### Ira Umboh



Ira holds a Diploma in Management & Informatics from the Academy of Management and Informatics. She started her career as a Marketing & Administration Staff for a Property Management company and built her career as Secretary and Customer Service Staff for various service-oriented companies including IBEC (Indonesia Britain Education Centre), a British Council subsidiary for Overseas Education Agency and Consultancy in Indonesia. Ira joined JDA in May 2004 as Database Administrator, where she gained valuable experience and practical skills in IT Administration.

### Triatmono



Triatmono is a graduate from the Management and Informatics College in Malang. He started his career as HR Staff for a Mining, Construction & Manpower Consultant company. In addition to his HR expertise, Triatmono is also experienced in database administration, payroll system and recruitment especially for mechanical & electrical engineering positions. Triatmono joined us in December 2002 as Representative for Sorowako – South Sulawesi site.

### Solihin Suhti



Solihin graduated from the Faculty of Education at Mataram University in 1993. In addition, he has participated in various management courses in Japan. Prior to working for PT.JDA-Indonesia, he worked for a joint-venture civil engineering consultant company in Jakarta in Marketing and HR divisions from 1998 through 2003. With such extensive experience, as our Batu Hijau Representative Solihin has been successful in introducing the company's policy and liaising with employees, clients, and related government agencies within the assigned project areas.

## THE JDA-INDONESIA TEAM (cont)

### Daisy Kustolani



Daisy holds a BTEC Certificate in Business and Finance at the North Hertfordshire College, United Kingdom and also holds a CPS/CAP Certificate in Administration from the Office Professional Institute. Daisy has participated in various Management and Development Skill Training in Singapore. She joined JDA-Indonesia since mid 2006 and currently holding the position as a Senior Site Representative based in Tembagapura - Papua. Prior to Joining PT JDA-Indonesia, Daisy spent six years built her career as an Assistant Trade Investment Manager. Daisy has had many experiences working for respective International and multinational companies.