



prasetyanusantara



outsourcing & recruitment

“”Finding the right people with the right qualifications that fit in your company is getting increasingly difficult. Right now, more and more companies are using a recruiting company like us.”



The new economy requires new business models and tools, as well as new approaches in doing business. Corporations are seeking innovation and speed to capture market opportunities and meet new challenges. This condition gives opportunities for PRASETYA NUSANTARA to bring new ideas, new business models, and a new perspective for Indonesian market.

Founded in 2004, PRASETYA NUSANTARA began as consulting and training company aimed at supporting companies to gain their corporate competitive advantage through suitable strategies and systems. Growing client demand to solve increasingly complex management problems resulted in our growth to several divisions with objectives to fulfill client's needs.

As an integrated strategy and organizational development firm, PRASETYA NUSANTARA offers a wide range of services to support market needs. We have established a record of excellence for our work with a diverse set of industries and economic sectors by real-time strategies along with integrated actions to facilitate implementation of the solutions.

Whether the needs are for *Management Consulting, Training, Recruitment & Outsourcing*, PRASETYA NUSANTARA has the expertise to be your partner in change by on-going and long-term relationships. As **Total Business Solution**, it has been the honor *to make business better than usual*.

“We strongly believe on our competence to fulfill the client’s needs by taking the responsibility and understanding the business goals of our clients. Our objective is to deliver customized solutions by combining several services from our company”



recruitment

- :: database recruitment**
- :: project recruitment**
- :: psychological test**

outsourcing

- :: contractual & temporary staff**
- :: hr outsourcing**
- :: payroll outsourcing**
- :: business process outsourcing**



“Our recruiting service saves your cost of time by handling the entire recruiting, screening, placement, and even the staffing management process, using our own approach that considering labor law, competency standard and your own business process”



database recruitment

This service is designed to fulfill the clients' needs for recruiting people on staff or executive level of all recruitment sectors. Consideration to hire will be based on the client's policy and management, and we are adaptable to any given circumstances. There are two kinds of recruitment can be chosen by the client:

1. Temp-to-Hire

Temp-to-hire basis is a direct response for clients wanting to have more time to observe performance of candidate before placing them in the fix position within company. We will place the candidate within client's company to work on a contract or temp-to-hire basis. When the contract ends, the client might review the performance, and has the option to hire the candidate in permanent basis, or not at all. Fee will be adjusted according to kind and duration of employment agreed by the client.

2. Permanent Placement

We provide suitable candidates for direct hire or a permanent position within the client's company. The fee of this activity becomes payable when our candidate has commenced work for the client. Some guarantee period is also applicable depending on level of remuneration.



project recruitment

This service is a direct response to the project management developed by our clients, whether for large ongoing or contractual project. The term of employment and maintenance of the project will adapt to the client's choice, whether to outsource to us or to maintain the activity themselves. Several kinds of the projects are:

- Call center
- Customer service
- Marketing and sales
- Debt collection
- Building contractors
- Hospitality (Housekeeping, Food & Beverage, Front Office)
- Transportation management

We have developed a flexible structure cost depending on client's budgets, and we are also able to procure project equipments given to its nature, such IT system, infrastructure, etc.



psychotest services

This service is a direct response to the client's requirements on psychological measurement for the candidates, by executing several tests on intelligence, talent, interest, and personality. The types of test given to the candidates will depend on company's standard, job description and work load of the position offered. We present the result with psycho gram, interpretation of the test, explanation, and suggestion whether the candidate shall be hired or not.

We provide several career tests to fulfill the needs of the clients, such:

- Intelligence test

The test will measure the level of intelligence, strength & weakness of the candidate

- Career interest test

The test will discover about preferences of a candidate over different careers, the type of work and the type of career that candidate will be highly motivated and be successful.

- Talent test

The test will measure candidate apt to career by the talent owned

- Career personality

The test will measure if personality of candidate matches with job offered and working environment



contractual & temporary staff

This service is designed to fulfill the clients' needs who typically, and on short notice want to employ staff for fixed length of time. The client would be free from legal, image or monetary risk of employing full time staff. Still, we foresee placing contractual & temporary staff in a business process is part of important decision made by the client, which should be managed professionally to avoid disturbance in operational activities.



Initiated by this, our senior associates have develop an outsourcing method that exclusively utilized by Prasetya Nusantara. The method combines Human Resources Management, Industrial Relations Management System (IRMS™), and Computerized Outsourcing Wage System (COWS™) to bring good atmosphere at work and let our employees to support the client's objectives.

We will take full responsibility for quickly selecting the right staff and maintaining payroll, replacement, recruitment , and employee training & development, to allow the client focusing on the day-to-day management.

hr outsourcing

The service is designed to fulfill the clients' needs that require all or part of their HR business process to be outsourced. Some of the HR functions can be outsourced are payroll system, employee training and development, recruitment, selection, psycho test, and other functions in the HR area.

This service not only allow the client to achieve time savings by focusing on the core business, but also cost savings in many areas such the number of staff needed, office space, office equipments for HR Department. In the longer term, cost efficiency may bring additional level of profit.

By outsourcing the HR function, the client may set the level of productivity according to company's objective, and Prasetya Nusantara as client's partner may also improve its performance by KPI set.



payroll outsourcing

Outsourcing payroll frees resources for other purposes – both capital and human – and outsourcing costs a fraction of having a fulltime payroll professional on staff. Outsourcing is simply the most cost-effective method of processing your payroll. But, if you are already outsourcing your payroll you may have discovered that outsourcing with the wrong provider may actually add to your troubles.

The service is designed for the clients willing to minimize the risk from internal process management in payroll administration by the most-cost-effective and efficient back-office operations. Our payroll service will ensure the client's confidentiality, accuracy in salary counting, and precise time to transfer the salary to employees. The counting method will depend on company's regulations and legacy, where we will also be responsible of legal and tax requirements by Indonesian Government.



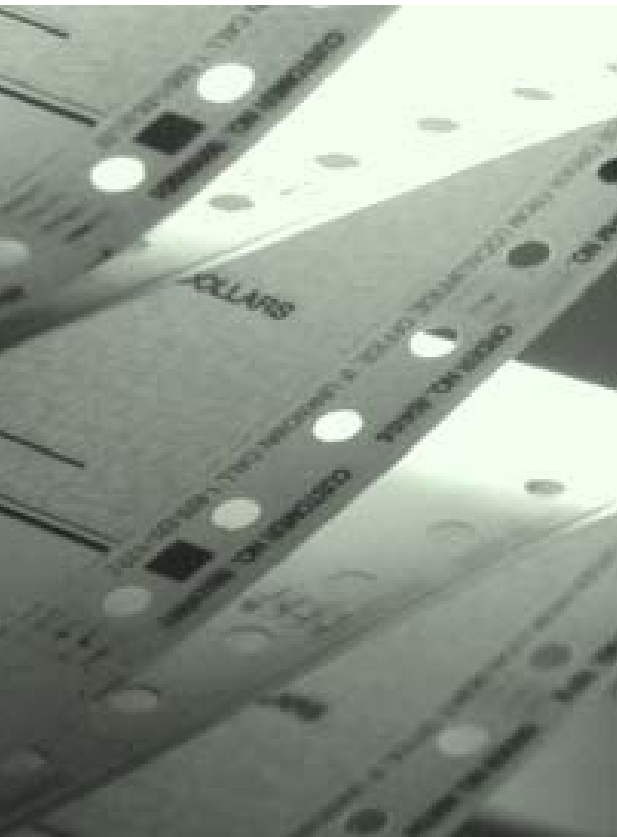
To minimize the risk, we have developed IT system that customized to the client's business nature.

Small business or large, we offer personal service and professional results at a price that fits well within your budget.

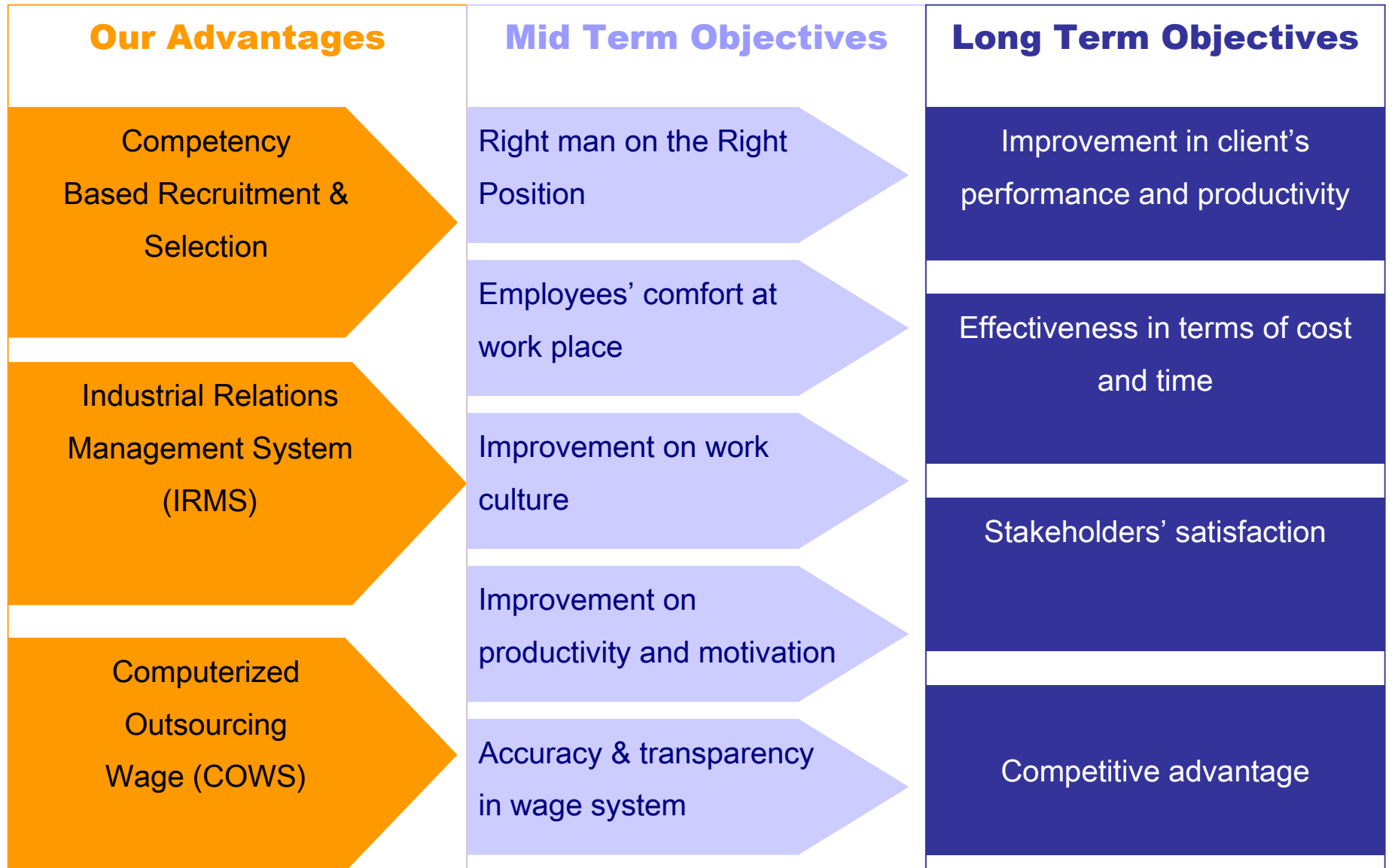
business process outsourcing

Business process outsourcing service was developed due to the demand of our customers for general business process outsourcing. The broad category of Business Process Outsourcing includes such outsourced functions as information technology, logistics, facilities, finance and accounting, and some other non specific business process management programs.

The service addresses to increasing demand from our clients to operate necessary aspects of non-core operational activities. We have worked with several national and multinational companies, mostly in hospitality, administration, and CRM functions. We provide the custom solutions by analyzing the client's business process and areas can be outsourced, finding way out to solve the problems, and taking day to day operations to improve overall performance of the client.



methodology



process

Sales Call

Our marketing associates make phone calls to prospectus clients and making initial meeting schedule

Initial Meeting

Collecting information on:

- Customer needs
- Business process
- Vacant position
- Job specification
- Job description
- Interview & test method

Recruitment

We source the candidates by:

- Advertising
- Headhunt
- Internal database
- Networking

Interview with user(s)

Interview with user(s) and decision makers to decide selected candidates are accepted or not.

Selection

Those passed candidates in interview will have to do*):

- TOEFL/IELTS Test
- Psycho Test
- Medical check up

*) Based on client's recruitment policy

Interview with us

Interview with selected candidates to value:

- Physical screening
- Communication skills
- Experience & educational background
- Analytical thinking

recruitment service

We charge at a rate between 16% - 24% of each successfully placed candidate's annual gross remuneration (i.e gross salary plus other compensational benefits including allowances, commission and incentives). Our policy is to charge 25% of our fee as deposit, and 75% at the time the successful candidate starts to work. Special advertising and Medical Check Up, if requested by the client, can be arranged by us and is charged at cost price.

outsourcing service

For outsourcing rate, we charge at a rate between 12% - 25%, depending on the amount of manpower outsourced, job position, type of project, and kind of client's business. We apply flexible cost structure where client may choose to pay in package or monthly calculation, where the benefits for our employees also can be negotiated.

psycho test

For Psycho test, we charge at a rate between IDR 250.000 to IDR 550.000 depending on level of manpower tested, activities included, and duration of report should be finished.





Make business better than usual!

Recruitment & Outsourcing Division

Raudha Building 3rd Fl

Terusan Kuningan Jl. HR Rasuna Said No.21

Kuningan Barat Jakarta Selatan

P : 62.21.5272455

F : 62.21.52921427

E : escpn1@pranus.com

W: www.pranus.com

People in Charge:

Recruitment & Outsourcing: Made (Ext. 805)

Psycho test: Eko (Ext. 808)