

Talenesia INTRODUCTION DECK

Indonesia is a populous country with high number of workforce and 91% of them are low and semi-skilled workers 7 Talenesia



Talenesia vision is to be the solution provider to tackle the challenges in low and semi-skilled workforce



VISION

Indonesia with adaptive, empowered semi-skilled and skilled talents and organizations who support each other's growth harmoniously toward a sustainable future.

MISSIONS



To equip low & semi-skilled Indonesian talents with future-proof skills to improve their career opportunity and quality of life

To connect organizations with competent semi-skilled and skilled Indonesian talents to optimize their business performance

Talenesia's user journey starts from the intensive in-class training, apprenticeships, and job mentoring





Talenesia provides a value for low and semi-skilled talents to prepare them for a better quality and opportunity

EXPERIENTIAL LEARNING



Talenesia facilitates learning-by-doing and how to apply the practical lesson into the work setting

COMPREHENSIVE LEARNING



Talenesia learning design involves the hard & soft skill, work ethics, and mentality

MENTORING DURING APPRENTICESHIP



The participants will be provided with mentoring from Talenesia during their apprenticeship, other than the mentor in their OJT company Talenesia helps companies to manage low and semi-skilled talent recruitment and development process hence reducing cost and promote a better focus towards their core business

Talenesia





Product Knowledge

ADMIN HR-GA AND GENERAL OFFICE TALENT

Currently, Talenesia is focusing on providing training and career management for HR-GA and General Office role.

Human Resource and General Affair Administrator Role

Hard skill

- 1. Capable of operating Microsoft Office
- 2. Capable of operating Google Workspace
- 3. Capable of performing simple administrative tasks well (e.g emailing, archiving, data entry, create simple report)
- 4. Capable of performing the management, organizing, and scheduling of activities in the office
- 5. Capable of handling office facilities such as office facilities data collection, facilities maintenance, and managing office operational stocks (e.g pantry utensils, office stationery)
- 6. Capable of managing petty cash well
- 7. Capable of managing reimbursement well
- 8. Capable of creating simple financial report
- 9. Capable of assisting procurement process such as creating pre order, selecting vendor, archiving invoice and report
- 10. Capable of creating simple research
- 11. Capable of assisting HR function in recruitment, managing employee's BPJS, and creating event for employees

Soft skill

- 1. Learner is showing improvement in problem solving in the scope of work setting
- 2. Learner is showing improvement in effective communication in the scope of work setting
- 3. Learner is showing improvement in the collaboration in the scope of work setting
- 4. Learner is showing improvement in the applied literacy and numeracy skills in the scope of work setting
- 5. Learner is showing improvement in the individual or at work time management
- 6. Learner is showing improvement in stakeholder management in the scope of work setting

Mentality

- 1. There's a shifting mentality on how they see themselves
- 2. There's a shifting mentality on how they see failure or rejection
- 3. There's a shifting mentality on how they see challenges
- 4. There's a shifting mentality on how they see critique
- 5. There's an increment on their self-confidence



Talenesia Learning Program: Training Candidate Selection Process during Admission



Cognitive Ability

Measuring cognitive skill of the participants, including literacy and numeracy skill through our developed measurement test.

Commitment

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Measuring the participants' commitment to finish the overall training program. It is done via interview.

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Motivation

Measuring the participants' motivation to participate in the training. It is done via interview.

Readiness

Measuring the participants' readiness in terms of technical and non-technical, experience in the role, experience in training to finish the training program. It is done via interview.

Talenesia also captures demographic data of the potential participants and providing "passion test" to capture their passion and interest.

Growth Mindset

Measuring the participants' growth mindset while participating in the training program

INTENSIVE CLASS













3 JOB SEEKING MENTORING



Training to write CV and practicing to face the HR and User job interview

Assisting in CV review and application document preparation





Sharing the access of relevant job opportunity information

Guiding and assisting in applying for job opportunities



Talenesia Learning Program: Training Evaluation Report





Hard skill result



Performance



Working attitude



Communication and collaboration



Partnerships Scheme

GENERAL

Initial Collaboration Ideas



B2B Partnerships



Other collaboration ideas are open for exploration





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Drop your inquiries to ardianta@talenesia.com