LEADERSHIP PORTFOLIO • HR & ORG DEVELOPMENT

BEM Fikom Unpad
Kabinet Jagatkarya • 2021–2022

Executive Result & Impact Report

Head of Internal Organizational Development (Biro PIO)

***PORTFOLIO NOTE & DISCLAIMER:** This one-page impact sheet documents verified leadership results and organizational achievements during tenure as Head of Internal Organizational Development (Biro PIO) at BEM Fikom Unpad. Presented for executive portfolio and professional career showcase.

97.5/100	16 Pax	176	150+
TERM-1 PERFORMANCE SCORE	TEAM MEMBERS LED (12+4)	TOTAL OFFICERS APPRAISED	KARYAMU APPLICANTS

Executive Overview: Led a high-performing team of 12 full-time staff and 4 interns in driving internal organization excellence across 14 bureaus and departments. Successfully maintained organizational health, continuous talent development, and high-impact member engagement throughout the entire administrative term.

01 Team Leadership & Internal Engagement

Spearheaded strategic employee-journey initiatives to boost morale, retention, and peer collaboration across all 14 divisions.

- Achieved **97.5/100 performance score** in Term 1 evaluation.
- Executed *First Meet Jagatkarya* & Grand Onboarding.
- Facilitated cross-division *Internal Bonding* & Mid-Year Review.
- Directly mentored and supervised 4 PIO organizational interns.

02 Talent Upskilling ("Developing Time")

Curated and managed a 4-volume webinar masterclass series featuring prominent external industry practitioners.

- **Vol. 1:** Creative Thinking & Problem Ideation.
- **Vol. 2:** Personal Energy & Burnout Management.
- **Vol. 3:** Strategic Planning & Project Risk Mitigation.
- **Vol. 4:** Emotional Intelligence & Empathetic Leadership.

03 Performance Appraisal & Internal Comms

Standardized merit-based performance metrics across 176 fungsionaris, fostering a culture of accountability and recognition.

- Conducted monthly appraisals for 14 bureaus & departments.
- Managed *Best Staff & Best Division of the Month* awards.
- Built centralized database improving staff operational records.
- Led internal engagement channel **@warga.jagatkarya**.

04 Jagatkarya Muda (KaryaMu) Internship

Initiated a flagship regeneration program in joint collaboration with the Student Resources Regeneration Department.

- Generated strong interest: **150+ applicants** registered.
- Selected and onboarded **50 top emerging talents**.
- Supplied high-caliber future leadership successors for BEM.
- Streamlined standard onboarding and mentor buddy systems.

Core Competencies Demonstrated: Strategic HR Planning • Performance Evaluation • Cross-Functional Team Leadership • Talent Development • Stakeholder Coordination