



# DIAZ BIANTURI

RELATIONSHIP MANAGER SHARIA

## PERSONAL PROFILE

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A professional Human Resources Assistant, with more than 5 years experience of recruiting, improving employee relations, payroll, and benefits employee. Able to communicate effectively with other HR staffs and working closely with line managers and individual employee. Also have experiences in analyzing financial facility, risk credit control and making Standard Operational Procedures Company.

## SKILLS

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- Operate Human Resources Information System (HRIS); Partnering with hiring managers to determine staffing needs, Screening resumes, Performing reference and background checks & Making recommendations to company hiring Managers
- Make Payroll and Compensation for company employees;
- Filing the Employee Files for Company data base; Make BPJS Payments for company employees;
- Exceptional communication and networking skills; Successful working in a team environment, as well as independently;
- Analyzing of financial statements and assessment of credit requests and Credit Risk Analysis; Making Standard Operational Procedures Company

## WORK EXPERIENCE

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- **PT. Bank DKI, as a Relationship Manager Sharia**  
AUGUST 2022 - PRESENT
- **PT. Bank DKI, as an Asistant Manager Kebijakan Operasional Grup Kebijakan dan Tata Kelola**  
AUGUST 2020 - AUGUST 2022
- **PT. Bank DKI, as a Risk Credit Officer Grup Kredit Usaha Menengah**  
SEPTEMBER 2019 - AUGUST 2020

## CONTACT

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-  Green Garden 2 cinangka, sawangan, Depok.
-  Bianturidiaz@gmail.com
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# DIAZ BIANTURI

RELATIONSHIP MANAGER SHARIA

## EDUCATION

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- Syarif Hidayatullah, Islamic State University  
Jakarta Faculty of Economic and Business  
Majoring of Human Resources Management  
2013
- Muhammadiyah  
25 Pamulang Senior High School  
Graduated 2008

## WORK EXPERIENCE

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**PT. Bank DKI, as a Credit Reviewer Group Kredit Usaha**  
MAY 2018- SEPTEMBER 2019

**PT. Bank DKI, as an Budgeting and adm. Grup Sumber Daya Manusia**  
JUNE 2016- MAY 2018

**PT. Bank DKI, as an Payroll and Benefit Grup Sumber Daya Manusia**  
JUNE 2014- JUNE 2016

## TRAINING

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- Pelatihan Dasar-Dasar perbankan Pelatihan Bank Vision Teller
- Pelatihan Kupas Tuntas Penerapan PSAK 24 (Akuntansi Imbalan Kerja) dan Aspek Peraturan Perundang - Undangan
- Pelatihan Communication Skill in Selling Process & Hypnotic
- Selling Pelatihan Grafonomi, Verifikasi Dokumen, Deteksi Uang Palsu dan Grafologi
- Pelatihan Norma Ketenagakerjaan
- Pengupahan, Outsourcing dan Hubungan Industrial Seminar Nasional Penerapan PSAK 24 Revisi 2013 (Berlaku Sejak 1 Januari 2015)
- Imbalan Kerja, Strategi Pendanaan, Dampak Revisi 2013 Terhadap Kondisi Keuangan & Posisi Ekuitas Perusahaan Workshop Akuntansi Perbankan Training For Trrainner Pelatihan Analisis Kredit Waspada Kredit Macet Gelombang Kedua(Refreshment Sertifikasi Manajemen Risiko)