



GUS SURANATA SH, CPHR

0812 3663 505

Your active assistant on selecting the right people for your company, maintain your great team, and even handling staff dispute in a firm and wisely way.



PerumDewata permai
Blok C2 No 7 Sading
Mengwi - Badung



www.klcbali.com



gussur@klcbali.com

OUR KEY FOCUS



RECRUITMENT



DEVELOPE & MAINTAIN
THE GREAT TEAM



LABOR LAW
SPECIALIST

WHY YOU SHOULD CHOSE US ?



25 years in HR field



Master in Labor Law and 7 years as Judge
in Denpasar Labor Court



Master in generic , leadership and motivation training



Holding data base of potential candidates
and linked with potential leader / manager levels



Managing learning center (HR Academy, Trainer Academy)



Very warm personality and bold on decision



Practice to use DISC tools and Graphology test



80 % provent success on recruitmention



Build and maintain a harmony industrial relationship

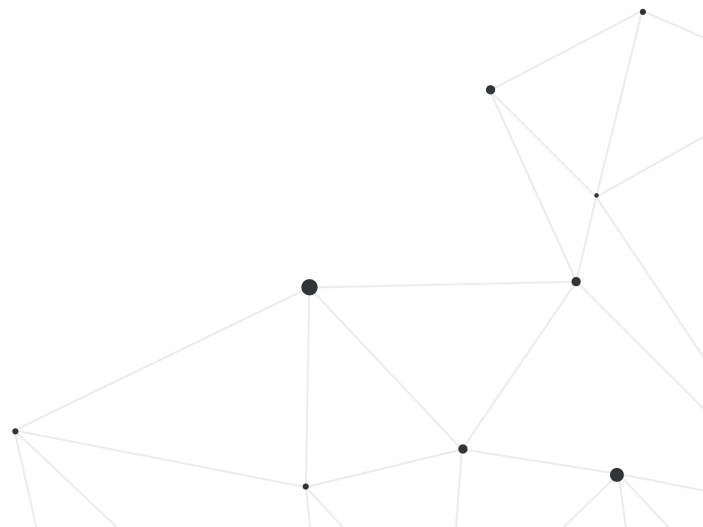


THE ADVANTAGES OF HAVING OUR SERVICES

- Reduce PTEB, only need officer or coordinator instead of HRM
- Reduce budget in Training and Development program.
- Will have best practice from HR expert.
- Improve quality of service through motivation training , coaching and direct counseling.
- Have private lawyer especially for labor law.

BASIC SERVICES COVERAGE

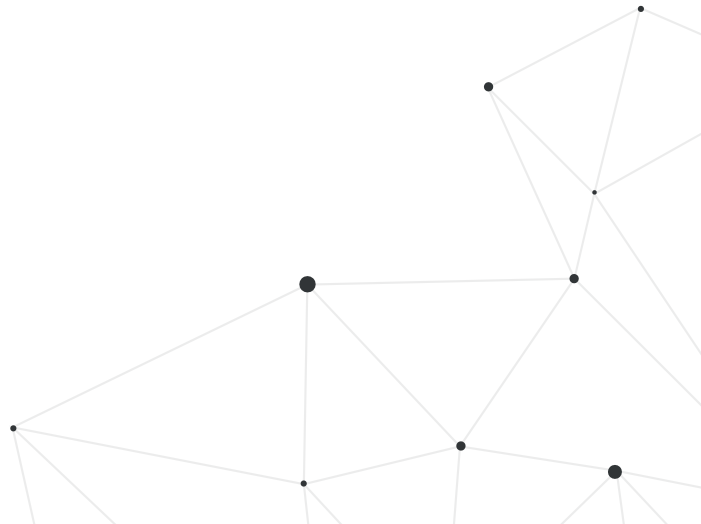
1. Do assessment the existing staff and mapping them.
2. Review and creat HR SOP
3. Review and creat HR Form
4. Review and created company PP (Peraturan Perusahaan) or PKB
5. Review / creat effectively Jobdes, Job scope and job spec.
6. Creating appraisal system .
7. Creating office / outlet standard greeting.
8. Creating product knowledge
9. Creating salary range / grade
10. Review / created organization chart
11. Review / creat KPI
12. Recruitment Process
13. Do assessment of safety & security standard .
14. Creating security SOP
15. Review medical service, Jamsostek / BPJS, employee meal system
16. Creating an endorsement system for development & training process
17. Creating employee reward system.
18. CSR program ; blood donation, cleaning blitz, visit orphange , build a simple house, etc





CHOISES OF TRAINING BASED ON COMPANY NEED

- Personal Grooming & Hygiene
- Motivation Training
- Hospitality Attitude
- Security & safety Procedures
- Service Excellence (wow service)
- The secret of service
- To socialize the Company Policy & Procedures
- Corporate Culture / Value Training
- Up selling skill
- Supervisory skill
- Basic Leadership skill
- Advance leadership
- The art of leader
- Effective delegation
- Time management
- Assertive communication
- Train the Trainer
- Coaching for great performance
- Out bound / team building



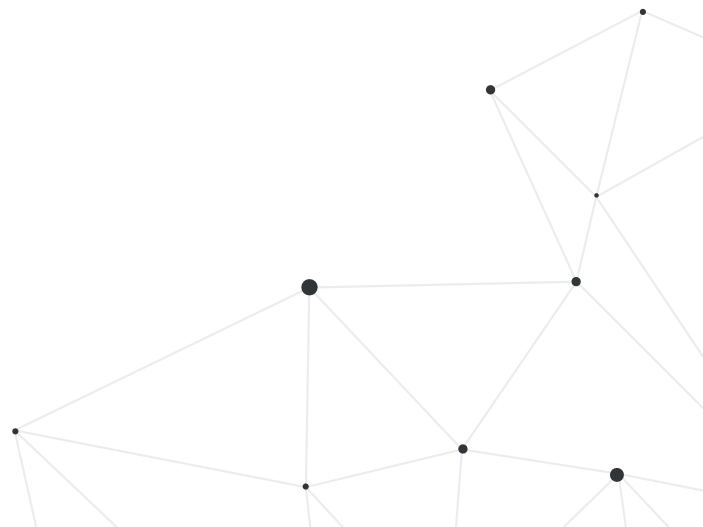
SPECIAL SERVICE PACKAGES

GS PACKAGE

- ✔ One day per week in charge in site
- ✔ 24 h / day mobile responsive
- ✔ 8 h / day email respond
- ✔ Free lawyer assistant on Labor case
- ✔ Free 2 session training per month

S PACKAGE

- ✔ A half day per week in charge in site
- ✔ 24 h/ day mobile responsive
- ✔ 8 h / day email respond
- ✔ Free legal opinion on Labor case
- ✔ Free 1 session training per month



PERSONAL PROFILE



GUSTI KETUT SURANATA, SH. CPHR., CG

GUSSUR@KLCBALI.COM / 081 23663 505

VISION & MISSION

Inspire a life of passion, hard work, total service, relentless struggle to achieve improvement and prosperity.

PERSONAL PROFILE

Having experiences in Security and Human Resources has formed his attitude, way of thinking and his view to see the importance of discipline, loyalty and self development which become a culture in his life. He has a high sense of humor and friendly but also known as a person of a strong and decisive in leading people. Such a unique character make him very effective in communication to bring the company's mission is well achieved by the employees and at the same time to deliver the employee's voice appropriately.

In addition, his experiences joining several stars class and international chain hotel had made him very familiar with the fulfillment of guest's satisfaction.

PERSONAL IDENTITY

Name	: I Gusti Ketut Suranata, SH
Place / date of birth	: Tabanan, 20 Oktober 1968
Religion	: Hindu
Marital status	: Married
Address	: Perumahan Dewata permai , Blok C2 No 7 Sading, Mengwi, Badung – Bali.
Contact no	: 0361 8441652 / 081 236 63 505
Email	: gussur@klcbali.com

FORMAL EDUCATION

2010 – Present	: Magister Program, Law Faculty Udayana University, Denpasar
1990 – 1995	: Strata 1, Law Faculty Mahasaraswati University , Denpasar
1985 – 1988	: Senior High School, SMA N 2 Tabanan
1982 – 1985	: Junior High School SMP Negeri 1 Penebel – Tabanan

INTENSIVE WORKSHOPS

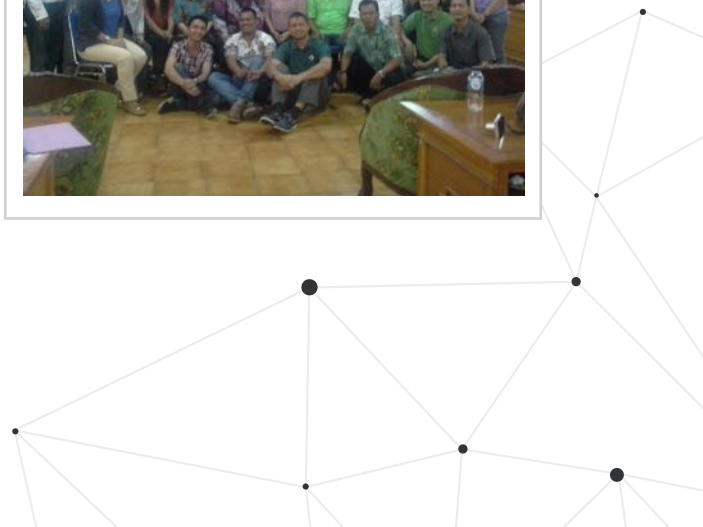
2013	: 2 days certification program for graphologist
2012	: 2 days certification program for Human Resources
2011	: 1 (one) Month PKPA (Pendidikan Khusus Profesi Advokat) conducted by PERADI
2005	: 1 month workshop Pendidikan Hakim AD Hoc PHI in Jakarta, conducted by Mahkamah Agung RI
1993	: 1 (one) month LITSUS (screening workshop) held by Lemhanas in Jakarta.
1992	: 1 (one) month course of Basic Military at Rinifdam Kediri Tabanan.
1990	: 1 (one) month security training at Polsek Kuta

TRAINING & COURSES EXPERIENCES

- ✔ Basic Security Technique at Polsek Kuta, 1989
- ✔ Basic military Training at Rindam IX Udayana, 1993
- ✔ Fire Brigade Training, by Denpasar Fire Brigade
- ✔ Screening course in Jakarta, 1992
- ✔ Training at Sanur Beach Hotel, HRD section for 3 months
- ✔ Advance Team Building, conducted by Matrindo, 1997
- ✔ Proactive Leadership, Matrindo, Mr Herman Mirtzorg, 1998

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- ✔ Leadership Challenge, conducted by Mr Tony Sardjono, 1999
 - ✔ Train the Trainer, Mr Tony Sardjono
 - ✔ 7 Habits Personality
 - ✔ As Lecture at LDTEC Udayana University since 2001-2002
 - ✔ Development Human Resources Through Emotional Intelligent
 - ✔ Pro-active Leadership, Tony Sardjono 2007
 - ✔ Managing Change & conflict, Adini Excellencea 2007
 - ✔ Emotional Intelligence , Adini Excellencea Desember2007
 - ✔ The Secret of Mind Set, Adi W Gunawan, 2008
 - ✔ Service Power, Mohammad Sofyan Abdullah, 2008
 - ✔ Watering The Seeds of Service, Gede Prama, 2008
 - ✔ Mind Focus , Brainwave Management, Erbe Sentanu, 2008
 - ✔ The Key of Miracle Life, LoA Dr. Hendro Prabowo, 2009
 - ✔ How to Motivating Employee, James Gwee, 2009
 - ✔ The Power of 8 Character, Andrie Wongso, 2010
 - ✔ Hypnosis, Made Suwenten 2010
 - ✔ Life Re- Programming , Darmawan Suleiman, 2011
 - ✔ Managing Change, Iwan Setiawan 2011
 - ✔ Magic Service, Iwan Setiawan 2011
 - ✔ DISC Training , by Crea Consultant 2012
 - ✔ Mind Mapping, by M360 Consultant 2013
 - ✔ Delivering WOW, by Markplus 2014
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BEBERAPA FOTO ACTIVITIES



PROFESSIONAL EXPERIENCES

2012 – Feb 2016

Corporate Human Capital Manager, Avilla Hospitality Manages 15 properties Hotel, Villa, Restaurant and Spa. Recruit and set up HR side for Bliss Surfer Hotel, Cozy Stay Hotel, Berry, Amour Villa, Loft Legian Hotel, Alindra Villa, Bume Ubud Resto and Koa D Surfer Hotel Canggu and Berry Glee Hotel. Successful in set up standard service of Resto Bale Udang Ubud to high level and effective manning .

Achievement

Thematic Leading Restaurant for Bume Kuta on Bali Tourism Award 2015

2006 - 2013

Judge at Labor Court (PHI) , in Denpasar Court

2005 – 2012

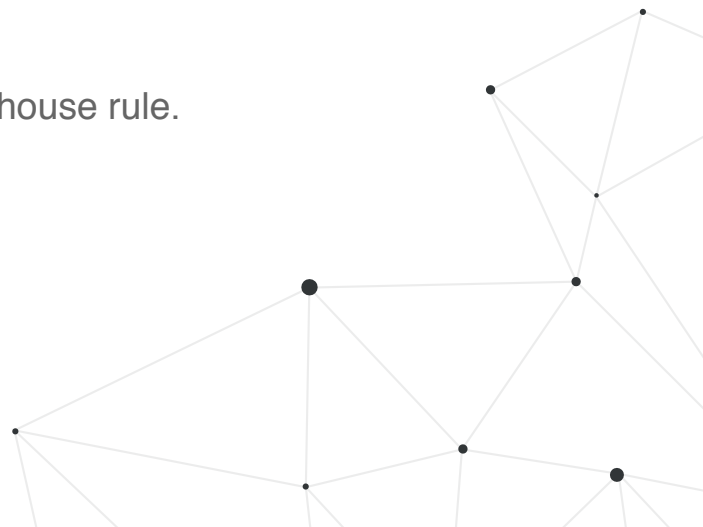
Human Resources Manager, Risata Bali Resort & Spa.


A 4 star hotel in Tuban – Bali, with 139 luxury rooms

Direct report to Managing Director, assigned as Executive Board Committee. Prepare & execute yearly HRD Budget, make HRD action plan included development plan for all departments, conduct training for all employees, do counseling & coaching, maintain employee motivation by implementing high discipline standard & conduct outbound activities.

Achievement:

- Empower Management in implementing house rule.
- Build a positive work environment
- Reactive training activities
- Set up hotel product knowledge
- Increase the employee appreciation



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- Risata got a silver security certificate from Polda Bali 2009
 - Risata got a second winner of Industrial Relation Award by Disnaker Badung
 - Risata got a Gold Medal of Tri Hita Karana award 2009 & 2010

2001 - 2005

Human Resources Manager, Resor Seminyak The Resort & Spa
A 4 star Hotel in Seminyak, now, it is called The Seminyak.

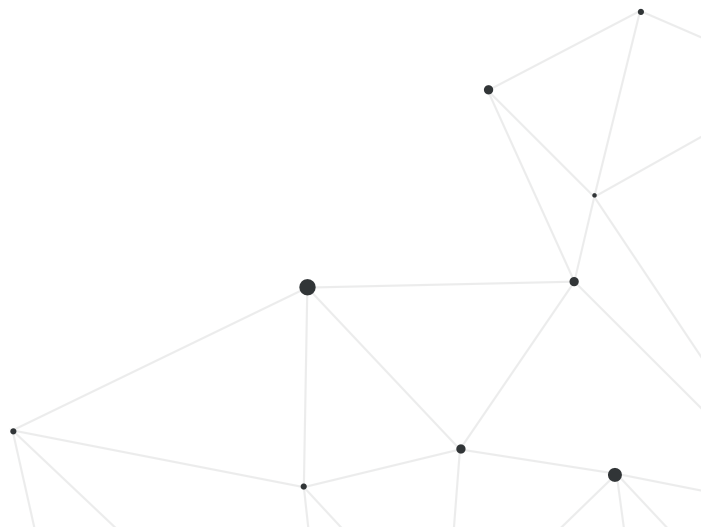
Direct report to General Manager, assigned as a Senior Manager. Made sure all employees follow the house rule by doing fairness of reward and punishment. Prepared HR paper work on right procedures. Had given an intensive training to all employees to be a professional & efficient staff.

Achievement

- Set up new collective labor agreement
- Set up hotel product knowledge
- Had implemented house rule properly
- No major working accident during 4 years

Reference:

- Mr Herdy D. Sayogha (Director)



TESTIMONI



MERRY

" I know Pak Gus Sur since 2007 when he was as HRM at Risata Resort & Spa Bali. To me, he is my mentor and my guru who mastery Indonesian's labour laws and employment matters.He has bold personality but also very humble and friendly. Such personality make him very much respected by his colleagues and employees. I wish him success in his life path."
Merry - Hotel Manager Favehotel Sunset Seminyak (ex Asst. Personnel & Training Manager Risata Resort & Spa Bali).



**SERE
NABABAN**

GM Circus
Water Park

I am very pleased to recommend Bapak Gusti Suranarta, as a tough person and very loyal to the company where he works with.He master his field in HRD very well,but still very open to learn for his continuous self development and to share his experiences and knowledge.

When I was working with him, I found him very creative to do breakthrough in HR development for the company's growth.

More to say, with his long experiences in his field, he has made wide networking with many companies and instancies.

This is my recommendation on him and should any more references needed, please contact me. Sere Nababan
E. serenababan@yahoo.com | M. +62 8151-4196-972



**WAYAN
WARTA**

GM
Amadea Resort
& Villas

I know Gus Suranata for more than 15 years. He is a well regarded personality for his reputation and expertise in hotel human resources area. In the past he has assumed position of head of HR division of some star rated hotels in Bali. He is not only HR expert in the industry but also has been assigned as ad hoc judge for labor dispute in Bali Province labor court. Along with his solid academic background in law subject, I also know him as being a person with strong character, persistence and broad minded. He also get high interest in social welfare of the community with his charity initiative. With this combination of character, skills and experience he is the right person to contact by anyone who needs to develop HR department in her/his companies.

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