



<https://karir.media/job/lowongan-kerja-corporate-affairs-staff-terbaru-jakarta-pusat/>

## Lowongan Kerja Corporate Affairs Staff Terbaru Jakarta Pusat

### Description

#### Deskripsi Pekerjaan

#### Responsibilities :

- Assist the Corporate Affairs Manager to monitor legislative and regulatory activities (weekly/monthly basis) and contribute in providing necessary report/updated information on the applicable regulation and policies which directly/indirectly impact the organization.
- Support the Corporate Affairs Manager to enhance LDC image with external stakeholders (central/local government, NGO, associations and local society) with focus on the daily needs and strategic issues from the organization.
- Assist the Corporate Affairs Manager on the internal engagement/communication activities (through internal training; internal event; management newsletter; etc), as well as synergy with the senior management team in developing all corporate values.
- Support the Corporate Affairs Manager in assisting the industrial team (Balikpapan and Lampung) to liaise and engage further with the relevant authorities to support all existing assets utilization and smooth refinery operation (including ongoing projects/future expansion project within site area), as well as to maintain proper compliance level for its existing assets utilization and refinery operation with all statutory requirements in Indonesia (minimalized operational disruption due to the regulation/policy enactment and support business direct).
- Assist the Corporate Affairs Manager to prepare and organize meeting forum/gathering event with government officials to exchange ideas and information on business activities and potential legislation that may affect the organization.
- Maximize value of the Corporate Affairs function for the entire LDC organization by using soft skills, creativity and innovation with further guidance/direction from the Corporate Affairs Manager and senior management team.
- Provide professional assistance to the Corporate Affairs Manager and the senior management team of LDC in Indonesia including accommodation of

#### Hiring organization

PT Louis Dreyfus Company  
Indonesia

#### Employment Type

Full-time

#### Job Location

Jakarta Pusat, Kota Jakarta Pusat,  
Daerah Khusus Ibukota Jakarta,  
Indonesia

#### Working Hours

8 Jam/Hari

#### Base Salary

6000000

#### Date posted

8 November 2023

#### Valid through

29.02.2024

#### Industry

Umum dan Grosir

balancing complex 'go' or 'no go' decisions. Provide a solid regulatory framework and enable LDC entities to achieve the objectives of in a compliance sound environment and with minimum risks.

- Monitor and coordinate with the internal team to ensure that the essential company mandatory report and other vital government submissions can be fulfilled in timely manner.
- Manage the social media channels (Instagram, Facebook, etc) which will be developed and utilized to introduce LDC business platform in Indonesia and joint collaboration with HR Team to empower corporate values and socialize employee activities.

#### Requirements :

- Minimum bachelor degree with relevant educational background and professional experience related to the business administration, public communication and regulatory compliance with minimum 4 years of working experience in agro-industry or consumer goods industry. Equivalent combination of educational background and professional experiences are acceptable.
- Experience gained at a global multinational is preferred, but experience gained at a respected domestic/national company also acceptable.
- Demonstrates strong interpersonal skills with the ability to communicate and consult at all levels especially with senior management and external stakeholders.
- Positive attitude, strong sense of responsibility and able to work under pressure to achieve maximum result with minimum supervision in a matrix structure environment, flexible, pro-active and possesses a hands-on working style to effectively solve problems.

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authorities to support all existing assets utilization and smooth refinery operation (including ongoing projects/future expansion project within site area), as well as to maintain proper compliance level for its existing assets utilization and refinery operation with all statutory requirements in Indonesia (minimalized operational disruption due to the regulation/policy enactment and support business direct).

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- Maximize value of the Corporate Affairs function for the entire LDC organization by using soft skills, creativity and innovation with further guidance/direction from the Corporate Affairs Manager and senior management team.
- Provide professional assistance to the Corporate Affairs Manager and the senior management team of LDC in Indonesia including accommodation of balancing complex 'go' or 'no go' decisions. Provide a solid regulatory framework and enable LDC entities to achieve the objectives of in a compliance sound environment and with minimum risks.
- Monitor and coordinate with the internal team to ensure that the essential company mandatory report and other vital government submissions can be fulfilled in timely manner.
- Manage the social media channels (Instagram, Facebook, etc) which will be developed and utilized to introduce LDC business platform in Indonesia and joint collaboration with HR Team to empower corporate values and socialize employee activities.

## **Qualifications**

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## **Skills**

Support the Corporate Affairs Manager to enhance LDC image with external stakeholders (central/local government, NGO, associations and local society) with focus on the daily needs and strategic issues from the organization.

**Education**

Sarjana (S1)

**Experience**

4 tahun

**Job Benefits**

Asuransi Gigi, Tip, Asuransi kesehatan, Waktu regular, Senin - Jumat, Kasual  
(contoh: Kaos)

**Contacts****Tentang Perusahaan**

Louis Dreyfus Company Indonesia is one of the leading merchandiser and processor of commodities products in Indonesia which has many lines of businesses.

In line with our business expansion in all over Indonesia, we are looking for dynamic people with strong drive and high enthusiasm to take up a challenging career and join as our team.