



Indonesia Stock Exchange (IDX) is a Self Regulatory Organization facilitating capital market development in Indonesia. Our vision is to be a competitive Stock Exchange with world class credibility. We invite best people to fill the following positions:

1. Head of Capital Market Information Center (KK - PIPM)

Coordinating Capital Market Information Center in specific area to provide capital market information to stakeholders by conducting events and maintaining good relationship with all stakeholders.

Willing to be located in one or more of these areas:

Bandung	(Kode : KK-PIPM-JB)	Medan	(Kode : KK-PIPM-SM)
Palembang	(Kode: KK-PIPM-SP)	Lampung	(Kode : KK- PIPM-SL)
Jayapura	(Kode: KK-PIPM-JP)		

Requirements: Bachelor/Master Degree in Management/Economics/Finance/Accounting/Banking/Communication, at least 2 years experience in capital market industry or financial institution, having experience in supervising a team, having capital market license will be an advantage.

2. Trainer of Capital Market Information Center (S - PIPM)

Provide capital market information to stakeholders in specified area by conducting public education events (as a trainer) and maintain good relationship with all stakeholders.

Willing to be located in one or more of these areas:

Padang	(Kode : S-PIPM-SP)	Balikpapan	(Kode : S-PIPM-KT)
Palembang	(Kode: S-PIPM-SP)	Manado	(Kode : S-PIPM-SU)
Makassar	(Kode : S-PIPM-SS)	Jayapura	(Kode: S-PIPM-JP)

Requirements: Bachelor/Master Degree in Management/Economics/Finance/Accounting/Banking/Communication, at least 2 years experience in capital market industry or financial institution, having capital market license will be an advantage.

3. Administration Officer of Capital Market Information Center (Adm- PIPM)

Responsible in administration duties, managing petty cash and budget, managing library, public visit service, and supporting capital market events in specified area.

Willing to be located in one or more of these areas:

Aceh	(Kode: Adm-PIPM-SA)
Pontianak	(Kode: Adm-PIPM-KP)
Jayapura	(Kode: Adm-PIPM-JP)

Requirements: Min. Diploma degree in Administration/Economic/Communication, good in administrative skills, detail oriented, assertive, communicative, experienced in administration field will be an advantage.

4. Trainer – Jakarta Based (PMR - Edu)

Conduct capital market public education (e.g. capital market school and public visit), maintain good relationship with stakeholders especially with universities and administering BEI corner.

Requirements: Bachelor Degree in Public Relation/Economic/Communication, professional outlook, multitasking, initiative and proactive, experienced as trainer in finance/ economic area will be an advantage.

5. Surveillance Officer (WAS)

Monitor daily transaction, conduct investigation audit for abnormal transaction, and analyze/ review transaction pattern to evaluate and improve surveillance system.

Requirements: Bachelor Degree in Accounting or Finance, strong analytical thinking, experienced in securities company will be an advantage.

6. Issuers Listing Analyst (CAT)

Evaluate companies' go-public requirements, monitor, evaluate, and analyze issuers' compliance of the issuers' corporate action and adequacy of disclosure information of the issuer with the capital market regulation and IDX listing rules. Provide application for the issuer to disseminate information electronically (IDX Reporting or IDXnet).

Requirements: Bachelor Degree in Accounting, having accounting & information system skill, min. 1 year experience as auditor in Public Accountant Firm, strong analytical thinking.

7. IT Operations Officer (OTI)

Handling IT network and technical support and trading system to ensure all IT infrastructure run well.

Requirements: Bachelor Degree in IT, having knowledge about OS Unix/ LINUX, database, storage area network, website, monitoring tools, and backup system.

8. IT Development Officer (PTI)

Analyze and establish system architecture and framework specifically for network and server configuration.

Requirements: Bachelor Degree in IT, having IT Network certification and ability to design and configure of network and server architecture, and min 1 year experience in the same field.

9. Human Resources Specialist (HRD)

Plan, organize, and evaluate learning & development, recruitment, and performance management process.

Requirements: Having comprehensive understanding about HR management, min 2 years experience in the same field.

10. General Affair Officer (UMM)

Conduct procurement in IDX.

Requirements: Bachelor Degree in IT, excellent negotiation and interpersonal skill, and experienced in procurement will be an advantage.

11. Investment Analyst Officer (KEU)

Responsible in manage companies' cash management and portfolio investment.

Requirements: Bachelor Degree in Accounting and Finance, having knowledge about tax regulation & accounting software, and experienced in investment management.

General Requirements:

1. Graduate from reputable university
2. Good communication skill (in Indonesia & English), both verbal and writing
3. Computer literate (Microsoft Office)
4. Live with our core values Teamwork, Integrity, Professionalism and Service Excellence

If you feel that you are the person we're looking for, simply send your application letter, CV, academic certificate and transcript, and photo (4x6) to:

HR Division

Indonesia Stock Exchange
IDX Building, Tower I, 6th Floor
Jl. Jend. Sudirman Kav. 52-53
Jakarta 12190

Or by email:

divisisdm@idx.co.id

(email attachment not larger than 200 kb)

*) Please put the position code in the subject of your mail/email.