



We Are Hiring

Capital Market Compliance – Jakarta Office

Job Overview:

Ensure proper implementation of corporate governance framework, support corporate secretary, organize board training, maintain governance actions, manage corporate documents, provide advisory support on compliance, assist clients with regulatory compliance for foreign investment processes.

Job Requirements:

1. Bachelor's degree from reputable university (preferably in Law).
2. At least 8 years' experience relevant to corporate governance .e.g., corporate secretary, governance, legal/paralegal.
3. Understanding of (i) company law, (ii) capital market law and regulations, (iii) good corporate governance.
4. Familiarity with OJK and IDX reporting and disclosure information, including preparing Annual Report will be an added value.
5. Strong analytical, problem-solving and communication skills and project management skills.
6. Effective communication skills in both written & spoken English to work within cross-functional teams and interact with stakeholders.
7. Proficient in Microsoft Office (Word, Excel, Power Point, etc).

Please fill the form and submit your CV Update at link :
bit.ly/OfficialRecruitment_ITM

The ITM Group has never collected any fees from candidates as a recruitment process. If there is a recruitment invitation with financial requirements, please contact us via email at recruitment@banpuindo.co.id

Candidates in process only who meet the requirements.
Job Vacancy valid until August 30th, 2024