



KalimantanJobs.com
NO. 1 JOB SITE IN KALIMANTAN

Talent Management System (TMS) Guide

Talent Management System (TMS)

1 Under **'Manage Jobs'**, Click and Choose **'Active Jobs'**

Ensure that you are already logged in to your account

Talent Management System (TMS) is available for all employers to view and manage job applicants. To start, click on **'My Dashboard'** to navigate.

- 1** Under **'Manage Jobs'**, Click and Choose **'Active Jobs'**
- 2** Click **'View Applicants'** to access all job applicants via **Talent Management System (TMS)**
- 3** Start to **View, Filter & Sort** job applicants through:
 - I. Filter function
 - II. Application Status (Mark each applicant from 'New' to 'Shortlisted', 'Hired' or 'Rejected')
- 4** Click **'Cover Letter'**, to view the candidate's cover letter.
- 5** Click on **'Add Notes'** to key-in details of each candidate.
- 6** Click on **Applicant's NAME** to view his or her **'Online Resume'**

Talent Management System (TMS)

The screenshot shows the user interface of the Talent Management System (TMS) for FOLTEX SDN BHD. The top navigation bar includes the logo for KalimantanJobs.com and FOLTEX SDN BHD. The main content area is divided into tabs for 'Active Jobs', 'Pending Jobs', 'Ended Jobs', and 'Expired Jobs'. A search bar is located in the top right corner. The 'Active Jobs' tab is selected, showing a job listing for 'Account Executive (Foltex Sdn Bhd) - Banjarmasin'. The job listing includes the company logo, job title, location, and status ('Status: Pending'). A 'View Applicants' button is highlighted with a red box and a '2' in a circle. Below the job listing, there are buttons for 'Edit Job' and 'End Job'. The sidebar on the left contains navigation options such as 'My Dashboard', 'Post A Job', 'Manage Jobs', 'Talent Search', 'Shop', 'Employer's Guide', 'Learn More', and 'Log Out'.

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Talent Management System (TMS)

Manage Jobs » Applicant Management

Account Executive (Foltex Sdn Bhd) - Banjarmasin
(2 Applications)

This indicates that you are in the Talent Management System (TMS) page for the selected job.

3

All (2) New (2) Shortlisted (0) Hired (0) Rejected (0)

Filters

Professional sector

Accounting | Auditing (m)

Education level

Tertiary (Bachelor's Degree)

Tertiary (Masters Degree)

Age

Min - Max



Nationality/Location

Indonesia

Spoken Language

English

Filter Reset

Candidates Applied	Applied Date	Notes	Application Status
 <p>Name: Deborah Cladius Email: DeborahCladius@gmail.com Contact: +62718535836 Age: 29 Nationality / Location: Indonesia Education Level: Tertiary (Bachelor's Degree) Accounting Auditing (m)</p> <p>Cover Letter</p>	20 Sep 2021	Add Notes	New Shortlisted Hired Rejected
 <p>Name: Amanda Ann Email: amandaleeann@gmail.com Contact: +62718545630 Age: 29 Nationality / Location: Indonesia Education Level: Tertiary (Masters Degree) Accounting Auditing (m)</p> <p>Cover Letter</p>	20 Sep 2021	Add Notes	New Shortlisted Hired Rejected

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Manage Jobs » Applicant Management

Account Executive (Foltex Sdn Bhd) - Banjarmasin

(2 Applications)

All (2) New (2) Shortlisted (0) Hired (0) Rejected (0)

Filters	Candidates Applied	Applied Date	Notes	Application Status
<p>Professional sector</p> <p><input type="checkbox"/> Accounting Auditing (m)</p> <p>Education level</p> <p><input type="checkbox"/> Tertiary (Bachelor's Degree)</p> <p><input type="checkbox"/> Tertiary (Masters Degree)</p> <p>Age</p> <p>Min - Max</p> <p>Nationality/Location</p> <p><input type="checkbox"/> Indonesia</p> <p>Spoken Language</p> <p><input type="checkbox"/> English</p> <p>Filter Reset</p>	<p> 4</p> <p>Name: Deborah Cladius Email: DeborahCladius@gmail.com Contact: +62718535836 Age: 29 Nationality / Location: Indonesia Education Level: Tertiary (Bachelor's Degree) Accounting Auditing (m)</p> <p>Cover Letter</p>	20 Sep 2021	Add Notes	<p>New</p> <p>Shortlisted</p> <p>Hired</p> <p>Rejected</p>
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Talent Management System (TMS)

Manage Jobs » Applicant Management

KalimantanJobs.com
NO. 1 JOB SITE IN KALIMANTAN

FOLTEKSDNBHD
My Dashboard | Logout

Account Executive (Foltex Sdn Bhd) - Banjarmasin
(2 Applications)

All (2) New (2) Shortlisted (0) Hired (0) Rejected (0)

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Age: Min - Max

Nationality/Location: Indonesia

Spoken Language: English

[Filter](#) [Reset](#)

[Export all](#) Previous 1 Next

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Talent Management System (TMS)

1

SHORTLISTED | HIRE | REJECT

AMANDA ANN
Mobile No: +6291969393 | Email: amanda@kalimantanjobs.com
Age: 19 | Nationality & Location: Indonesia

Professional Information
Professional Sector: Accounting | Auditing (96) | Desired Salary: RM42905917
Highest Education Level: Tertiary (Masters Degree) | Spoken Languages: English

Career Objective & Summary
Accounting Analyst combining cross-functional competencies in cost-reduction, data analysis, financial reporting and project management. Expertise in project implementation, analyzing data and creating and executing standard operating jobtasks and procedures to positively impact the organizational goals. Proficient in identifying challenging areas and achieving corrective measures. Recognized by executive management as a dependable leader, with the ability to contribute as a team player, coach and develop colleagues and interface with professionals of all levels.

Experiences
Accounting Analyst | Ocean Master Credit Union | 2024 - Present
• Analyzed monitored and recorded general ledger including Automated Clearing House (ACH), share SAS, Automated Teller Machine (ATM), mobile deposit, and cash advance accounts.
• Created, send and track outgoing and incoming cash letters.
• Established manual corrections to ACH, ATM, Check, Mobile, and Wire programs.
• Selected to serve as primary ACH coordinator charged with processing daily ACH files as well as preparing and posting journal vouchers, reconciliations, payments, discrepancies and debit notices.
• Rewrite policies and procedures across all electronic banking sources to increase efficiency.
Account cum Finance Assistant Manager | LAPAC Energy Services Sdn Bhd | 2014 - 2022
• Monthly sales analysis for inter-company selling
• Stock maintenance
• Submission of sales tax
• Inter-company reconciliation
• Payroll (GNE Quick Pay)
• Ad-hoc for admin
• Year-end closing and balance with auditor
• Managed petty cash, AR, AP
• Bank records for daily and monthly using Hexagon
Accounts Clerk | Lusa Holdings (M) Sdn Bhd | 2011 - 2014
• Preparation of appointment letters
• Prepare monthly bank & cash reports
• Process company's payroll
• Prepare monthly journal reports
• Complete Statutory Forms & Sectors
• Checking overtime & claims

Educations
Certified Accounting Technician (CAT) | Institute of Certified Public Accountants of Singapore (ICPAS) | 2009-2010
• CAT Level A - IG Transaction Accounting, IG Office Practice & Procedures
• CAT Level B (IG Maintaining Financial Records & Accounts)
• CAT Level B (IG Cost Accounting Systems, IG Information Technology Processes)
• CAT Level C - Drafting Financial Statements
Diploma in Business Administration | IBS College Sarawak | 2007-2009
• Finance and Accounting Management
• CGPA: 3.33

Skills & Specialities
• Data Analysis
• Accounting Analysis
• General Ledger
• Accounts Payable / Receivable
• Quality Assurance
• Change Management
• Vendor Management
• Software: UBS Accounting

Download Attachment

This is a candidate's Online Resume Page. Once you have reviewed each Online Resume, Select one of the three buttons:

'Shortlisted', 'Hired' or 'Rejected'

- 1** Online Resume includes applicant's;
 - I. Professional Information
 - II. Career Objective & Summary
 - III. Experiences
 - IV. Educations
 - V. Skills & Specialities

- 2** On the candidate's Online Resume Page, if an additional attachment is available, it will be shown on the top right corner. Click on '**Download Attachment**'

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KalimantanJobs.com
FOR THE BEST JOBS IN KALIMANTAN

FOLTEK SDN BHD
EMPLOYER ACCOUNT
Change Role

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Post A Job
Manage Jobs
Talent Search
Shop
Employer's Guide
Learn More
Log Out

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Facebook Page
Facebook Group
LinkedIn
Instagram
Twitter

CONTACT US

+6010-9770088
info@KalimantanJobs.com
Live Chat with Us

SHORTLIST | **HIRE** | **REJECT**

AMANDA ANN
Mobile No: +629196393 | Email: amandaann@gmail.com
Age: 19 | Nationality & Location: Indonesia

Download Attachment

Professional Information

Professional Sector: Accounting | Auditing 910 | Desired Salary: RM4200017
Highest Education Level: Tertiary (Masters Degree) | Spoken Languages: English

Career Objective & Summary

Accounting Analyst combining cross-functional competencies in cost-reduction, data analysis, financial reporting and project management. Expertise in project implementation, analyzing data and creating and executing standard operating policies and procedures to positively impact the organizational goals. Proficient in identifying challenging areas and achieving corrective measures. Recognized by executive management as a dependable leader, with the ability to contribute as a team player, coach and develop colleagues and interface with professionals of all levels.

Experiences

Accounting Analyst | Ocean Master Credit Union | 2014 - Present

- Analyzed monitored and reconciled general ledger including Automated Clearing House (ACH), share SAS, Automated Teller Machine (ATM) mobile deposit, and cash advance accounts.
- Created, send and track outgoing and incoming cash letters.
- Established manual corrections to ACH, ATM, Check, Mobile, and Wire programs.
- Selected to serve as primary ACH coordinator charged with processing daily ACH files as well as preparing and posting journal vouchers, reconciliations, payments, discrepancies and debit notices.
- Revised policies and procedures across all electronic banking sources to increase efficiency.

Account cum Finance Assistant Manager | APAC Energy Services Sdn Bhd | 2014 - 2017

- Monthly sales analysis for inter-company selling
- Stock maintenance
- Submission of sales tax
- Inter-company reconciliation
- Payment (GNE Quick Pay)
- Ad-hoc for admin
- Year-end closing and balance with auditor
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Accounts Clerk | Lusa Holdings (M) Sdn Bhd | 2011 - 2014

- Preparation of appointment letters
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- Checking overtime & claims

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Certified Accounting Technician (CAT) | Institute of Certified Public Accountants of Singapore (ICPAS) | 2009-2010

- CAT Level A - Iq Transaction Accounting, Iq Office Practice & Procedures
- CAT Level B (I) Maintaining Financial Records & Accounts
- CAT Level B (I) Cost Accounting Systems, Iq Information Technology Processes
- CAT Level C - Drafting Financial Statements

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- Finance and Accounting Management
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Skills & Specialities

- Data Analysis
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