DAFTAR RIWAYAT HIDUP

i. Biodata Mahasiswa

Nim	:	12220023
Nama Lengkap	:	Fikih Aldiansyah
Tempat & Tanggal Lahir	:	Depok, 28 Juli 2002
Alamat Lengkap	:	JL Ceplik No 87, Kelurahan Pondok Jaya, Kecamatan Cipayung, Kota Depok

ii. Pendidikan

a. Formal

1. SDN Ratujaya 03
2. SMP Citayam Plus
3. SMK Pariwisata Citayam

b. Tidak Formal

-

iii. Riwayat Pengalaman Berorganisasi / Pekerjaan

1. Magang di PT Lima Dua Satu Teknologi Indonesia

UNIVERSITAS NUSA MANDIRI

Depok, 6 September 2026
Penulis





Fikih Aldiansyah

LEMBAR BIMBINGAN TUGAS AKHIR

LEMBAR BIMBINGAN SKRIPSI

UNIVERSITAS NUSA MANDIRI

NIM : 12220023
Nama Lengkap : Fikih Aldiansyah
Dosen Pembimbing : Andry Maulana, M.Kom
Judul Skripsi : **Rancang Bangun Sistem Informasi Manajemen Sumber Daya Manusia Terintegrasi Berbasis Web pada PT Daya Cipta Mandiri Solusi.**

No	Tanggal Bimbingan	Pokok Bahasan	Paraf Dosen Pembimbing
1.	06 April 2026	Pengajuan Judul Skripsi	
2.	08 April 2026	Pengajuan BAB 1	
3.	13 April 2026	Revisi BAB 1	
4.	18 Mei 2026	ACC BAB 1	
5.	25 Mei 2026	Pengajuan BAB 2	
6.	08 Juni 2026	Revisi BAB 2 & Pengajuan BAB 3	
7.	17 Juni 2026	Revisi BAB 3 & Pengajuan BAB 4	
8.	24 Juni 2026	Revisi BAB 4 & Pengajuan BAB 5	
9.	1 September 2026	ACC BAB 1 s/d 5	

Catatan untuk Dosen Pembimbing.
Bimbingan Skripsi

- *Dimulai pada tanggal* : 06 April 2026
- Diakhiri pada tanggal : 1 September 2026
- Jumlah pertemuan bimbingan : 9

Disetujui oleh,
Dosen Pembimbing

(Andry Maulana, M.Kom)

SURAT KETERANGAN RISET

PT DAYA CIPTA MANDIRI SOLUSI
Ruko DCMG | Jalan Pegambiran No.292B, Rawamangun
Jakarta, Indonesia, 13220 | Telp/Fax : 62-21-38859238
Email : askme@dayaciptamandiri.com | www.dayaciptamandiri.com

Nomor : SPB/DCMS/S3/60710220
Perihal : Surat Keterangan Selesai Riset/PKL

SURAT KETERANGAN

Yang bertanda tangan di bawah ini
Nama : Ratna Atmini Purwati
Jabatan : HRD

Dengan ini menerangkan yang tersebut di bawah ini

Nama : Fikih Aldiansyah
NIM : 12220023
Program Studi : Informatika Universitas Nusa Mandiri

Adalah benar telah melakukan riset/PKL pada PT DAYA CIPTA MANDIRI SOLUSI , Jakarta terhitung sejak 1 Juni 2026 sampai dengan 30 Agustus 2026 dan yang bersangkutan telah melaksanakan tugasnya dengan baik dan penuh tanggung jawab

Demikian surat keterangan ini di buat dengan benar dan untuk dapat dipergunakan sebagaimana mestinya

Jakarta 1 September 2026
PT Daya Cipta Mandiri Solusi

Ratna Atmini Purwati
HRD

LAMPIRAN

Lampiran A1. Laporan Kehadiran Pegawai

Laporan Absensi

NIP	Nama	Jabatan	Divisi	Cabang	Tgl Masuk	01-Jul-26		Total Kehadiran	SKD	Tanpa Keterangan		Cuti	OFF
						In	Out			NSI	NSO		
M1-21-10-01-09	AVYLLA SHANDY PUTRI	Administrasi	Finance, Accounting, Tax	PT DAYA CIPTA MANDIRI MONITORING	23/11/2019	8:51 AM	5:38 PM	8	0	15	16	0	0
M1-21-10-01-08	MELNI ROHANA	Administrasi	Finance, Accounting, Tax	PT DAYA CIPTA MANDIRI MONITORING	07/07/2020	9:06 AM	5:31 PM	6	0	17	18	0	0
1-08-01-01	MOHAMMAD TOHA ALAMSYAH	Administrasi	Finance, Accounting, Tax	PT DAYA CIPTA MANDIRI SOLUSI	02/01/2008	TK	TK	0	0	23	23	0	0
1-16-06-21	DIZA SUGIANTO	Supervisor Finance, Accounting Tax	Finance, Accounting, Tax	PT DAYA CIPTA MANDIRI SOLUSI	16/06/2016	8:44 AM	5:31 PM	8	0	15	16	0	0
M1-21-10-01-02	WIDIYA AGUSTIN	Team Lead	Finance, Accounting, Tax	PT DAYA CIPTA MANDIRI MONITORING	22/06/2014	9:01 AM	5:45 PM	7	0	16	17	0	0
1-22-09-41	ADE SUPRIYATNA	Administrasi	HRD	PT DAYA CIPTA MANDIRI SOLUSI	01/06/2016	8:34 AM	8:14 PM	8	0	15	16	0	0
M1-21-10-01-01	RATNA ATMINI PURWATI	Supervisor	HRD	PT DAYA CIPTA MANDIRI MONITORING	01/10/2021	TK	TK	0	0	23	23	0	0
104220001	Ratna Atmini Purwati	Supervisor	HRD	PT DAYA CIPTA MANDIRI MONITORING	01/10/2021	8:35 AM	5:33 PM	7	0	16	17	0	0
1-23-09-42	BAGAS PRASTOMO	Engineering	IT	PT DAYA CIPTA MANDIRI SOLUSI	01/09/2023	9:18 AM	6:33 PM	8	0	15	16	0	0
521-24-03-03	FAJAR DWI PUTRA	Engineering	IT	PT LIMA DUA SATU TEKNOLOGI INDONESIA	04/03/2024	TK	TK	6	0	17	18	0	0
1-18-05-18	ILHAM ARDIANTO	Engineering	IT	PT DAYA CIPTA MANDIRI MONITORING	15/05/2026	8:53 AM	6:00 PM	8	0	15	16	0	0
M1-22-10-01-05	NURASAN TAJUDIN ST	Engineering	IT	PT DAYA CIPTA MANDIRI MONITORING	01/01/2019	9:09 AM	6:03 PM	8	0	15	15	0	0
1-18-02-32	REZA HAFIDS HAFIDS	Engineering	IT	PT DAYA CIPTA MANDIRI SOLUSI	14/02/2018	9:09 AM	6:00 PM	7	0	16	18	0	0
M1-22-01-01-11	YURI YUNIS TINAMBUNAN	Engineering	IT	PT DAYA CIPTA MANDIRI MONITORING	11/03/2016	9:29 AM	6:41 PM	8	0	15	17	0	0
1-11-04-04	BUDI SANTOSO	Infrastruktur	IT	PT DAYA CIPTA MANDIRI SOLUSI	01/04/2011	8:50 AM	6:22 PM	4	0	19	20	0	0
1-17-09-25	NOMO SUSILO	Infrastruktur	IT	PT DAYA CIPTA MANDIRI SOLUSI	11/09/2017	9:59 AM	5:56 PM	4	0	19	21	0	0
1-13-08-11	SUBONO -	Infrastruktur	IT	PT DAYA CIPTA MANDIRI SOLUSI	23/08/2013	9:00 AM	5:17 PM	4	0	19	19	0	0
1-12-07-08	ZAINAL ARIFIN	Infrastruktur	IT	PT DAYA CIPTA MANDIRI SOLUSI	01/07/2012	9:10 AM	NSO	8	0	15	19	0	0
M1-22-10-01-06	FHAT HU AKMAL AKBAR	IT	IT	PT DAYA CIPTA MANDIRI MONITORING	01/10/2021	9:10 AM	2:09 PM	6	1	16	18	0	0
1-08-01-02	SUGIANTO -	Supervisor	IT	PT DAYA CIPTA MANDIRI SOLUSI	02/01/2008	9:31 AM	NSO	8	0	15	18	0	0
M1-22-01-01-12	SONI NYOTO WASONO	Team Lead	IT	PT DAYA CIPTA MANDIRI MONITORING	19/07/2020	8:35 AM	5:06 PM	5	1	17	18	0	0
M1-22-10-01-14	CHRISTIN ELDELYN RYAN KHARDIAZ	Admin Sales	Marketing	PT DAYA CIPTA MANDIRI MONITORING	20/06/2022	9:10 AM	5:35 PM	8	0	15	16	0	0
521-09-02-04	FERONA OCTAVIA TWINICE TAMPUBOLON	Admin Sales	Marketing	PT LIMA DUA SATU TEKNOLOGI INDONESIA	09/02/2026	9:12 AM	6:12 PM	8	0	15	17	0	0
521-22-03-01	POPPY AURORA DINANTHI MANULLANG	Admin Sales	Marketing	PT LIMA DUA SATU TEKNOLOGI INDONESIA	04/06/2022	8:54 AM	NSO	8	0	15	18	0	0
1-24-05-18	RIFDAH HANA SETIAWAN	Admin Sales	Marketing	PT DAYA CIPTA MANDIRI MONITORING	02/05/2024	11:45 AM	5:35 PM	7	1	15	17	0	0
521-22-12-02	PAULUS AJIE NUGROHO WIDHI WASKITO	Engineering	Marketing	PT LIMA DUA SATU TEKNOLOGI INDONESIA	05/12/2022	TK	TK	6	0	17	18	0	0
M1-22-02-21-13	HENNY MARGARETHA TARIGAN	Staff Marketing	Marketing	PT DAYA CIPTA MANDIRI MONITORING	21/02/2022	9:10 AM	4:50 PM	6	2	15	17	0	0
1-20-09-39	RISKI FERNANDO SITUMORANG	Staff Marketing	Marketing	PT DAYA CIPTA MANDIRI SOLUSI	02/09/2020	9:25 AM	11:39 PM	7	0	16	17	0	0
M1-21-10-01-03	SITI NURMAH	Staff Marketing	Marketing	PT DAYA CIPTA MANDIRI MONITORING	01/01/2019	TK	TK	5	0	18	19	0	0
1	WEY WEY DERMAWAN	Direktur	Unit Bisnis	PT DAYA CIPTA MANDIRI MONITORING	27/01/2021	TK	TK	0	0	23	23	0	0
1	FANKY CHRISTIAN	Presiden Direktur	Unit Bisnis	PT DAYA CIPTA MANDIRI SOLUSI	27/10/2007	TK	TK	0	0	23	23	0	0

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Lampiran A1. Surat Keputusan (SK) Direksi Struktur Organisasi

SURAT KEPUTUSAN DIREKSI
STRUKTUR ORGANISASI PT DAYA CIPTA MANDIRI SOLUSI

Bersama ini, kami direksi dari PT Daya Cipta Mandiri Solusi menyatakan Struktur Organisasi untuk tahun 2025 sbb:

Komisaris	: Boen Leni
Direktur / COO	: Fanky Christian
Direktur / CMO	: Wey Wey Dermawan

Departemen Sales

Account Manager	: Yessi Ratnasari Silalahi
Account Manager	: Riski Fernando Situmorang

Finance Admin Manager	: Diza Sugianto
Accounting	: Pikki Armayansen Pangaribuan
GA	: Mohammad Toha Alamsyah
Mesengger	: Ade Supriyatna

Engineering Dept

Pre Sales	: Reza Hafids
Senior Engineer	: Sugianto
Junior Engineer	: Subono
Junior Engineer	: Budi Santoso
Junior Engineer	: Zainal Arifin
Junior Engineer	: Bagas Prastomo
Tehnisi Ac	: Nomo Susilo

Demikianlah surat keputusan ini dibuat untuk digunakan sebagaimana mestinya,

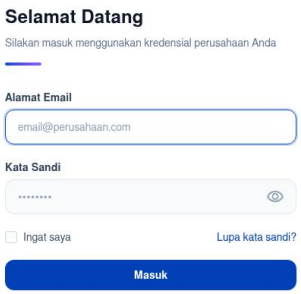
Jakarta, 3 Januari 2025



Fanky Christian

Lampiran B1. Halaman Login



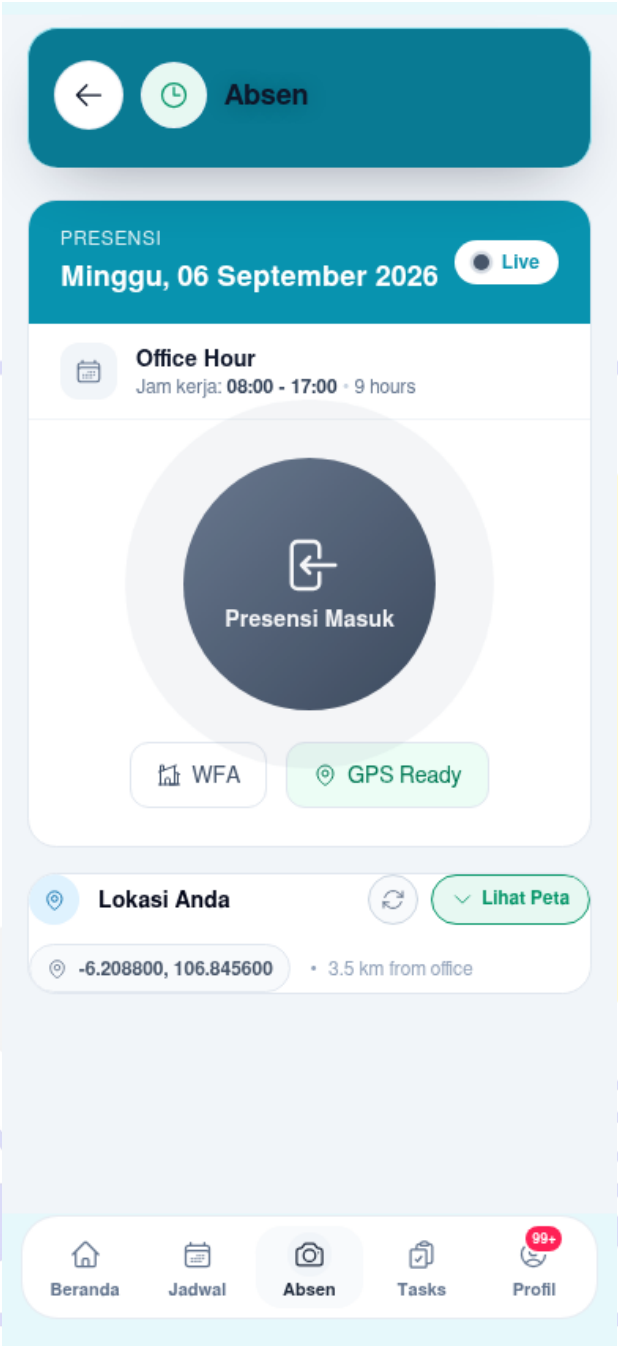


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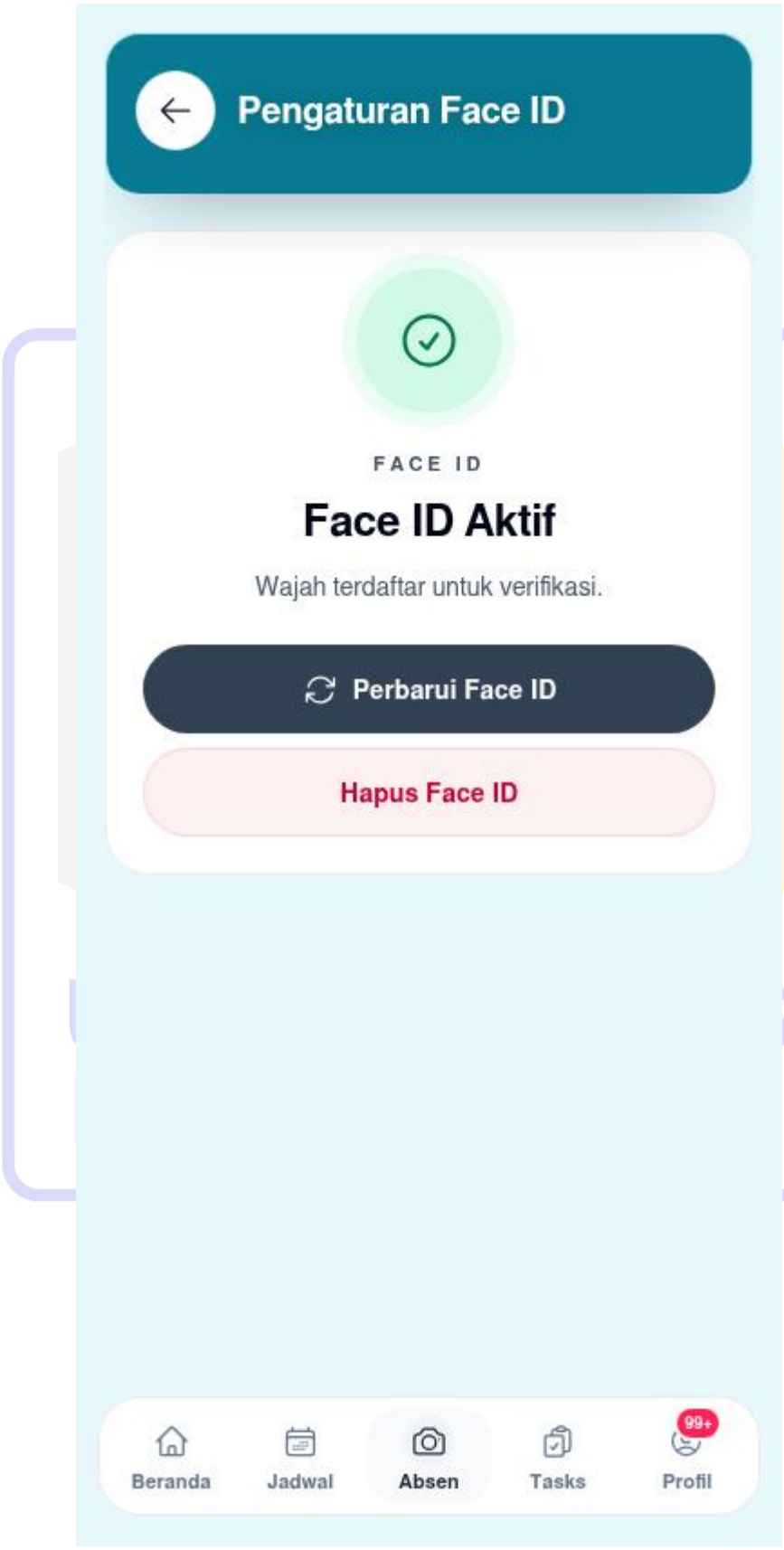
Lampiran B1. Dashboard Employee



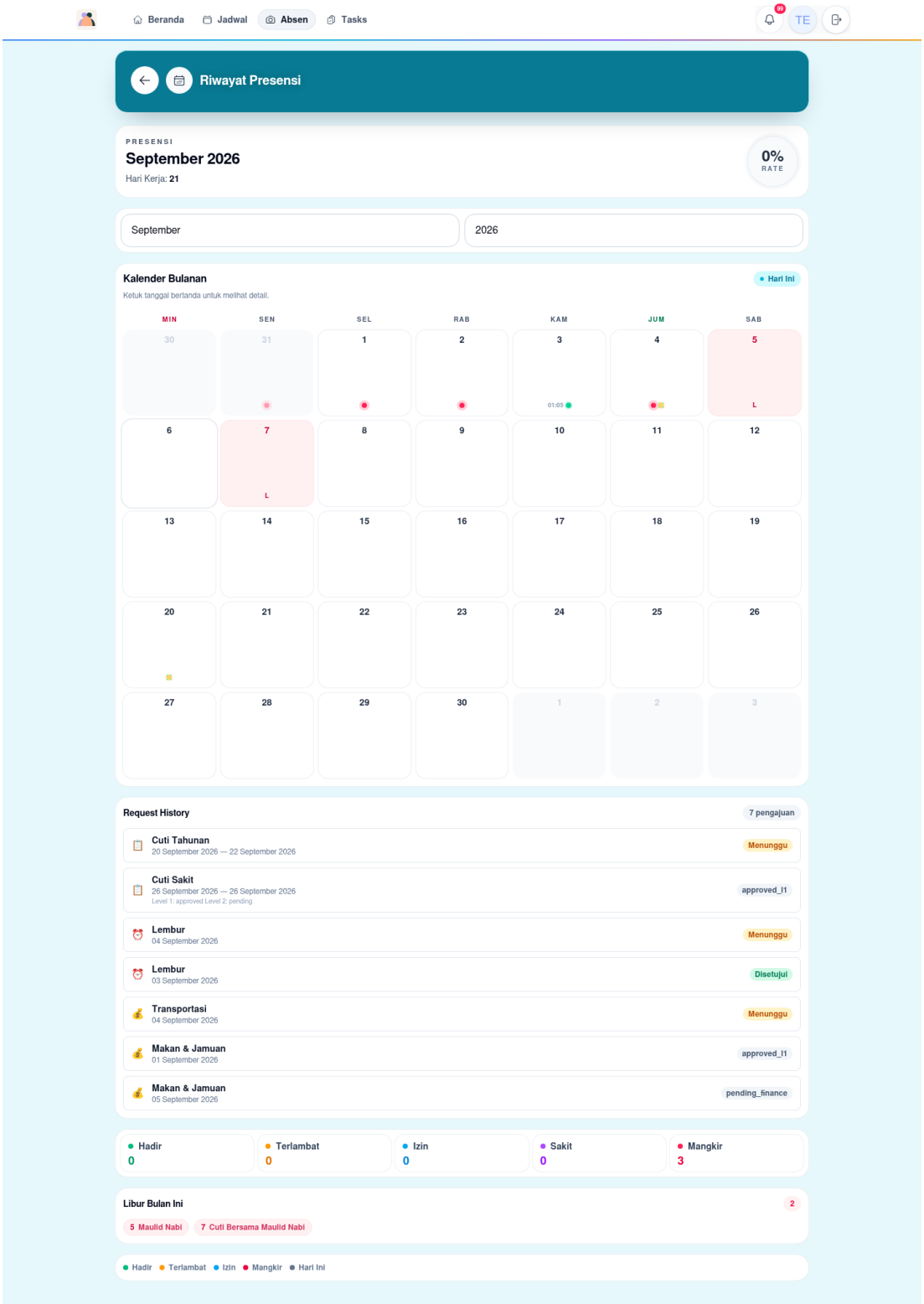
Lampiran B2 Halaman Presensi Employee



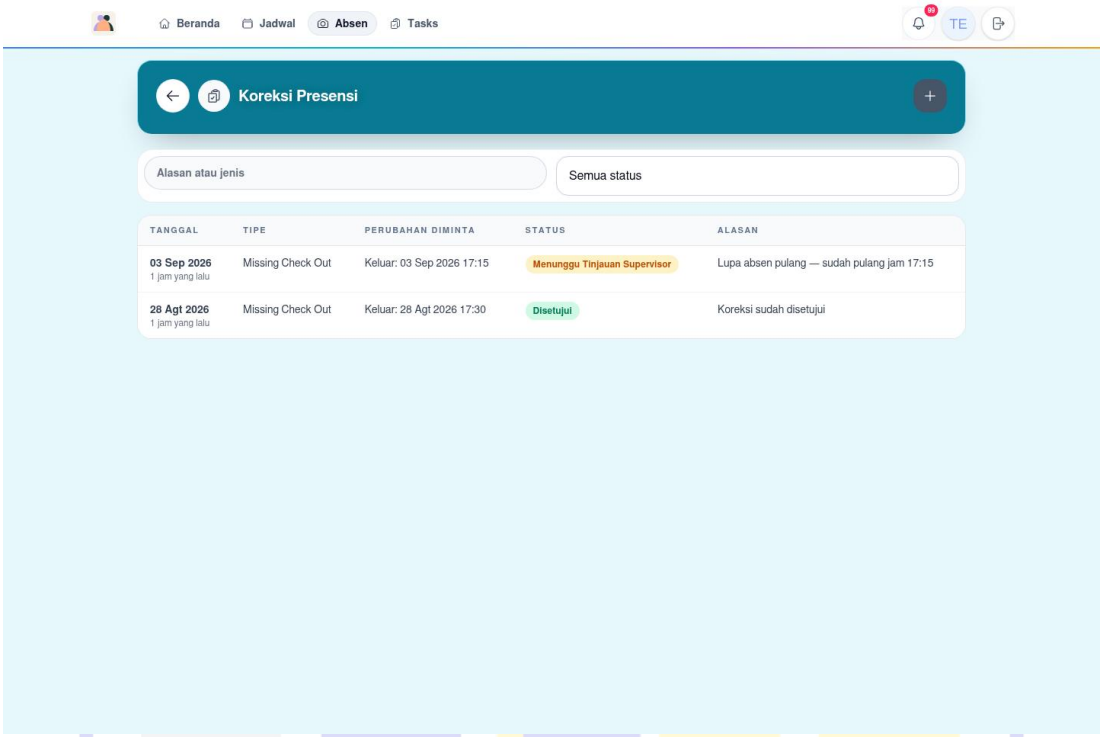
Lampiran B3. Form Face Enrollment



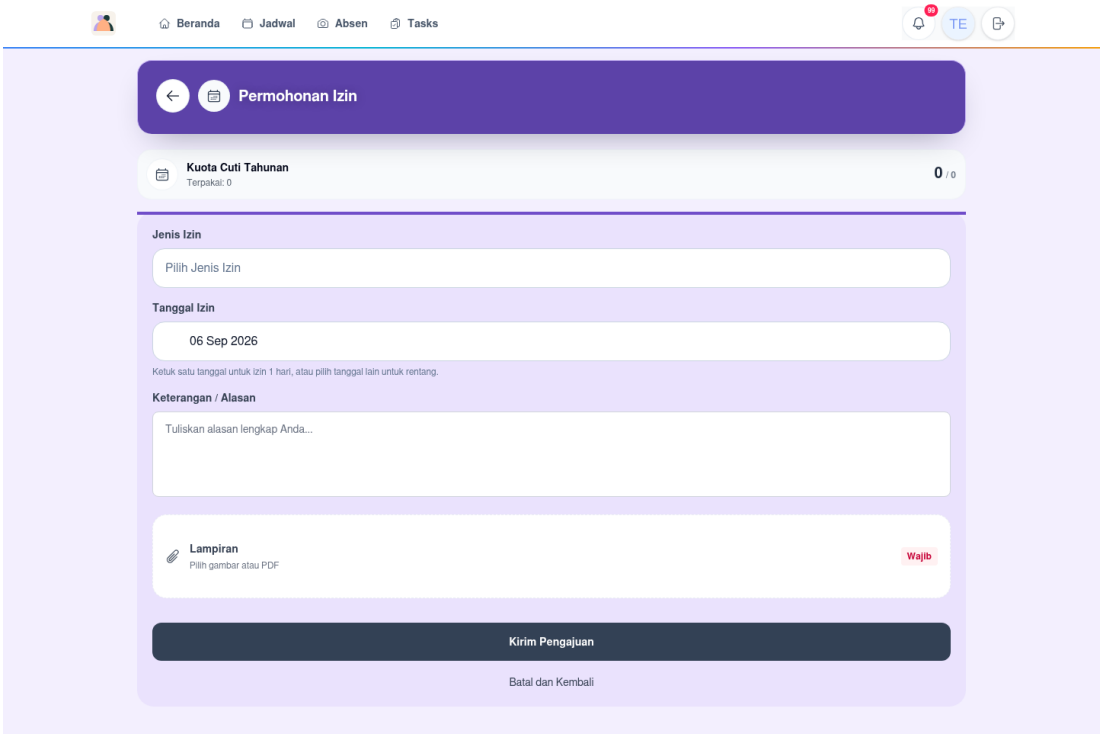
Lampiran B4. Riwayat Presensi Employee



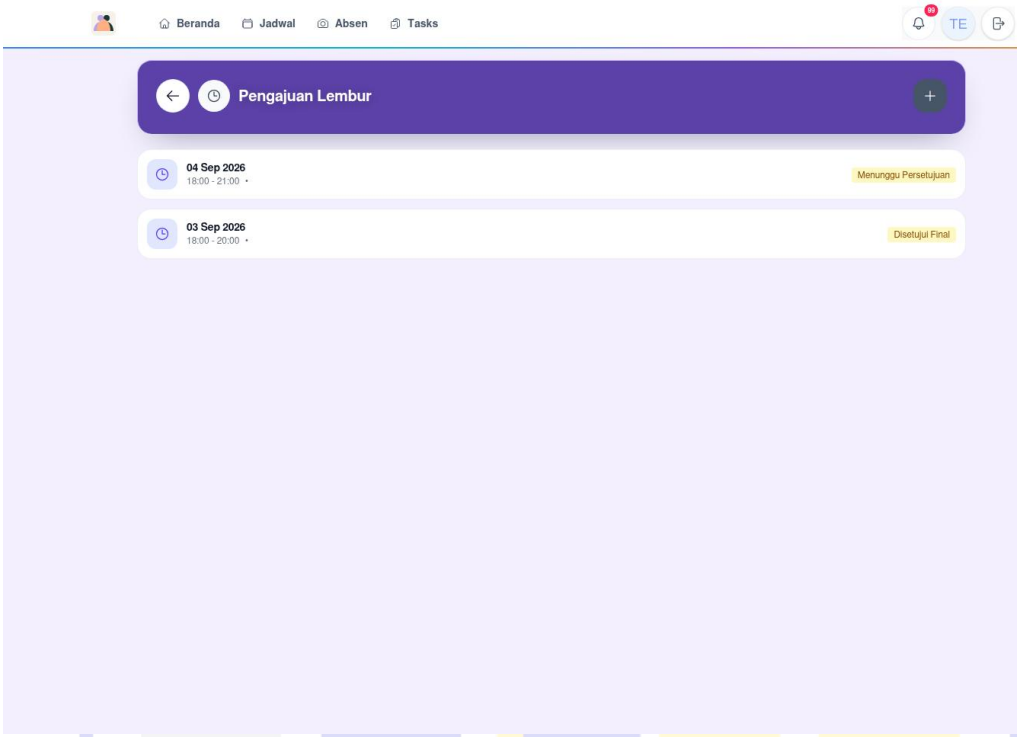
Lampiran B5. Form Koreksi Presensi



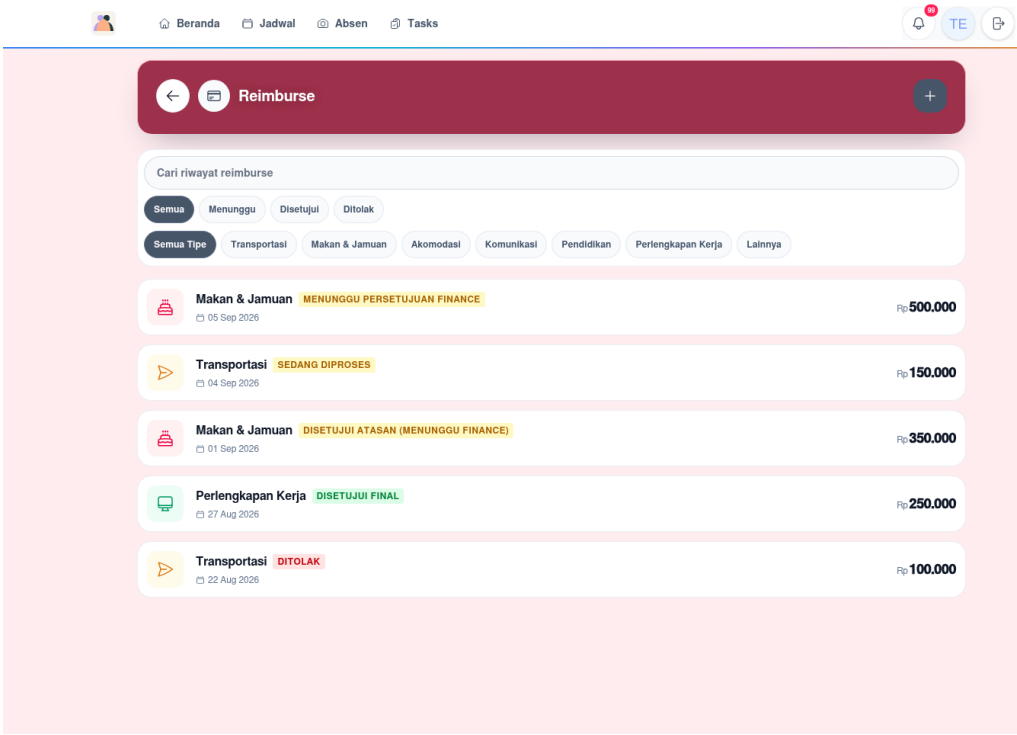
Lampiran B6. Form Pengajuan Cuti



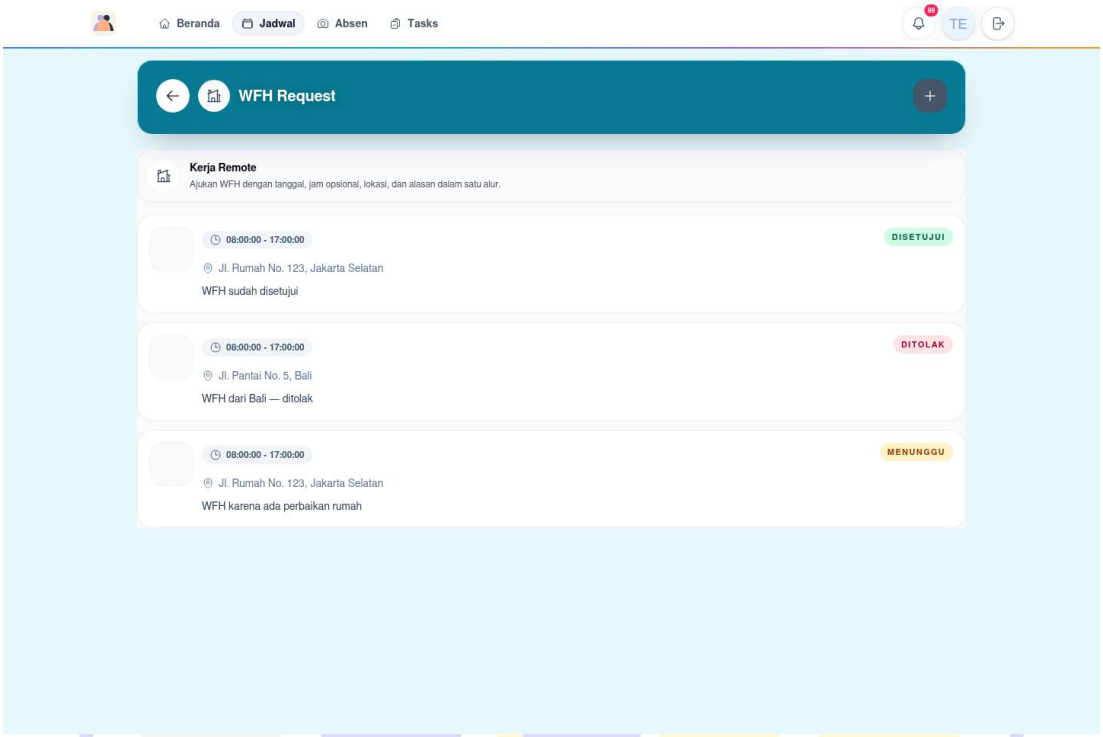
Lampiran B7. Form Pengajuan Lembur



Lampiran B8 Form Pengajuan Reimbursement



Lampiran B9. Form Pengajuan WFH atau WFA

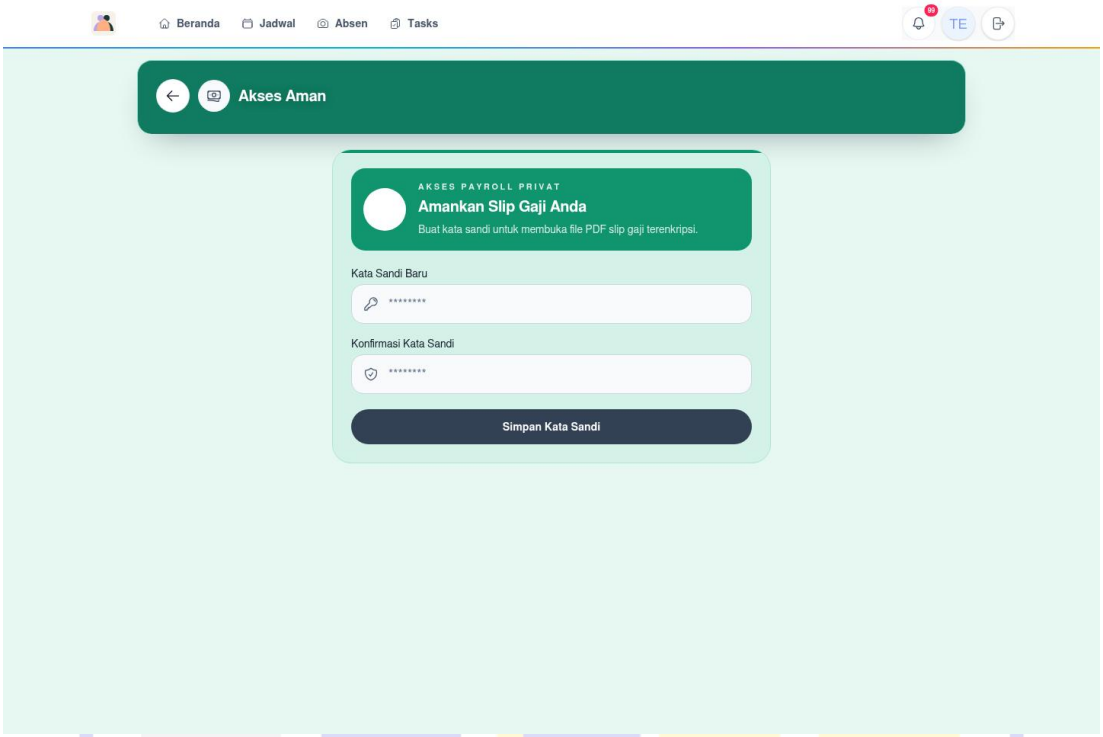


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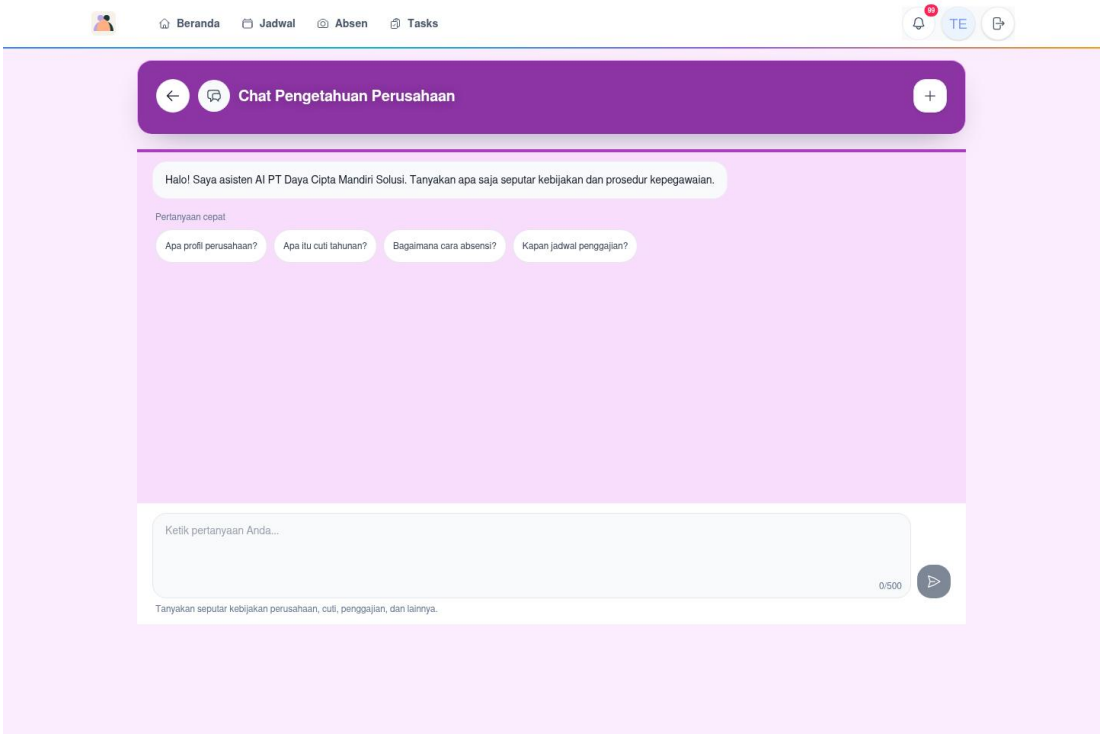
Lampiran B11. Jadwal Kerja Employee



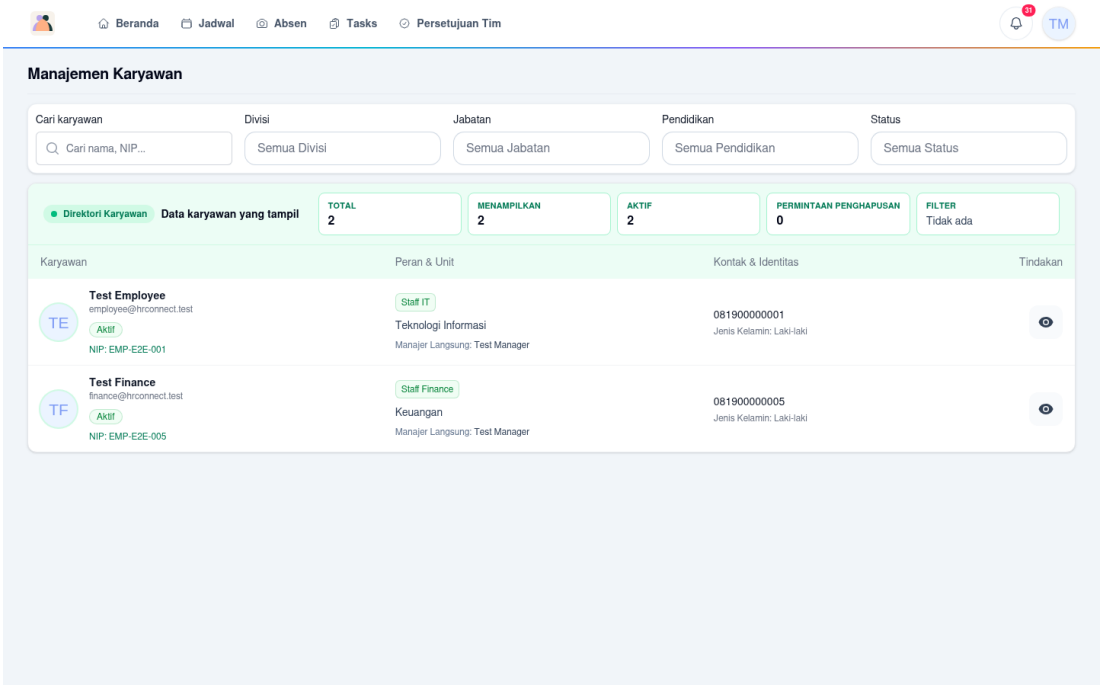
Lampiran B12. Slip Gaji Employee



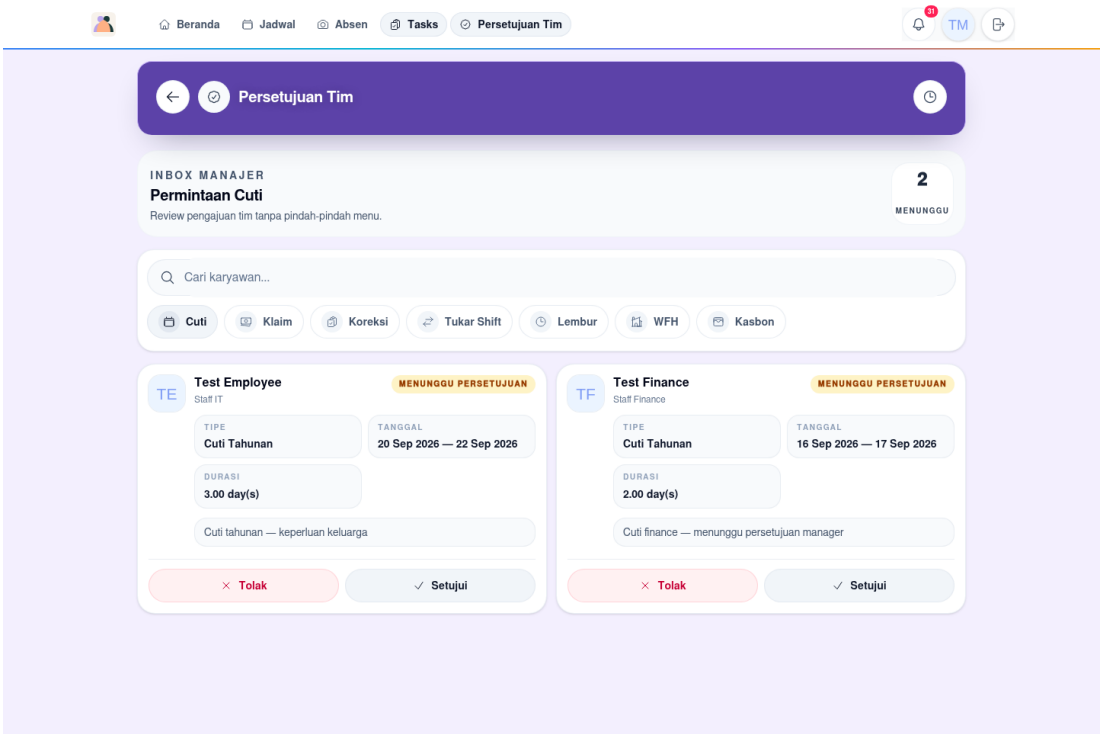
Lampiran B13. Chat Knowledge Base



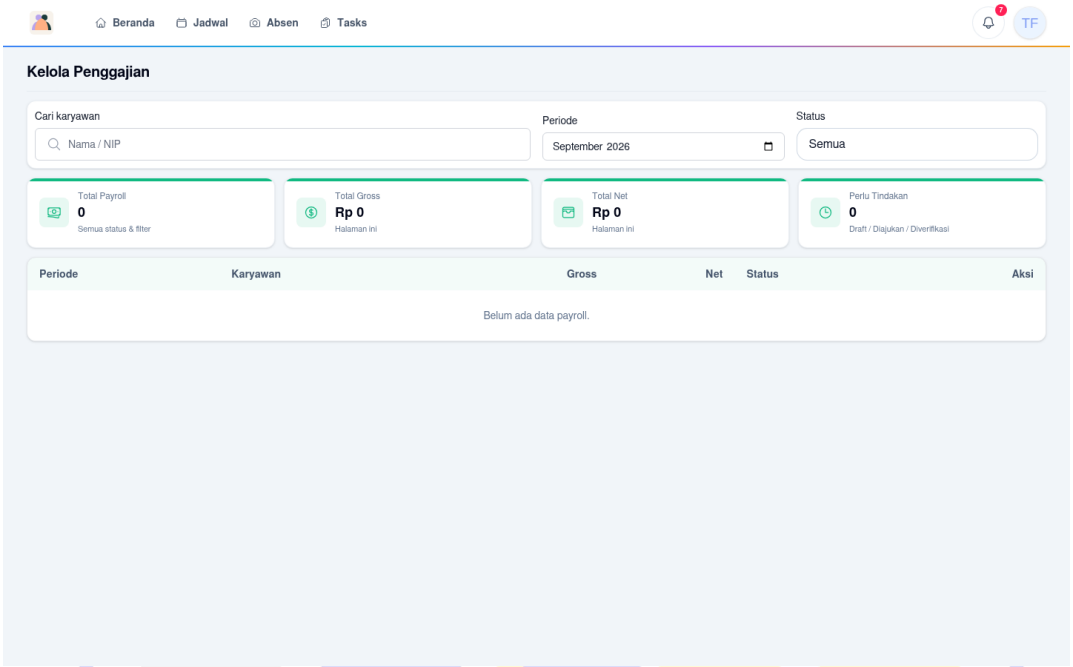
Lampiran B14. Data Karyawan Tim



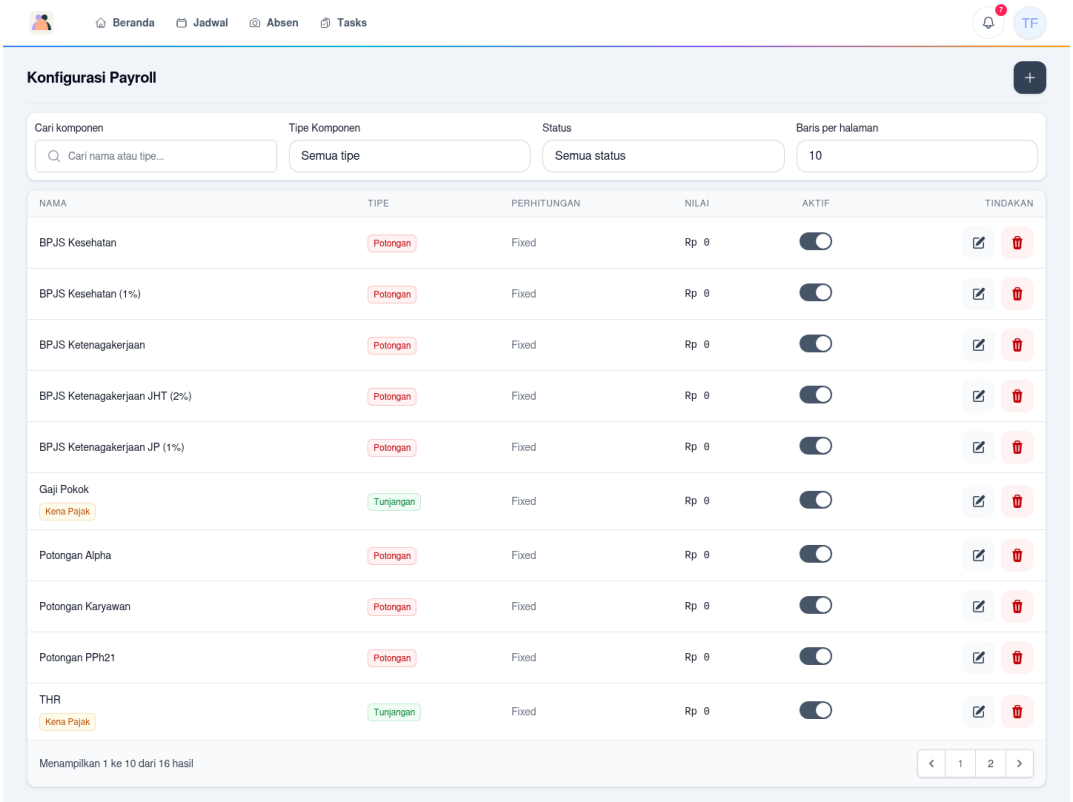
Lampiran B15. Persetujuan Manager



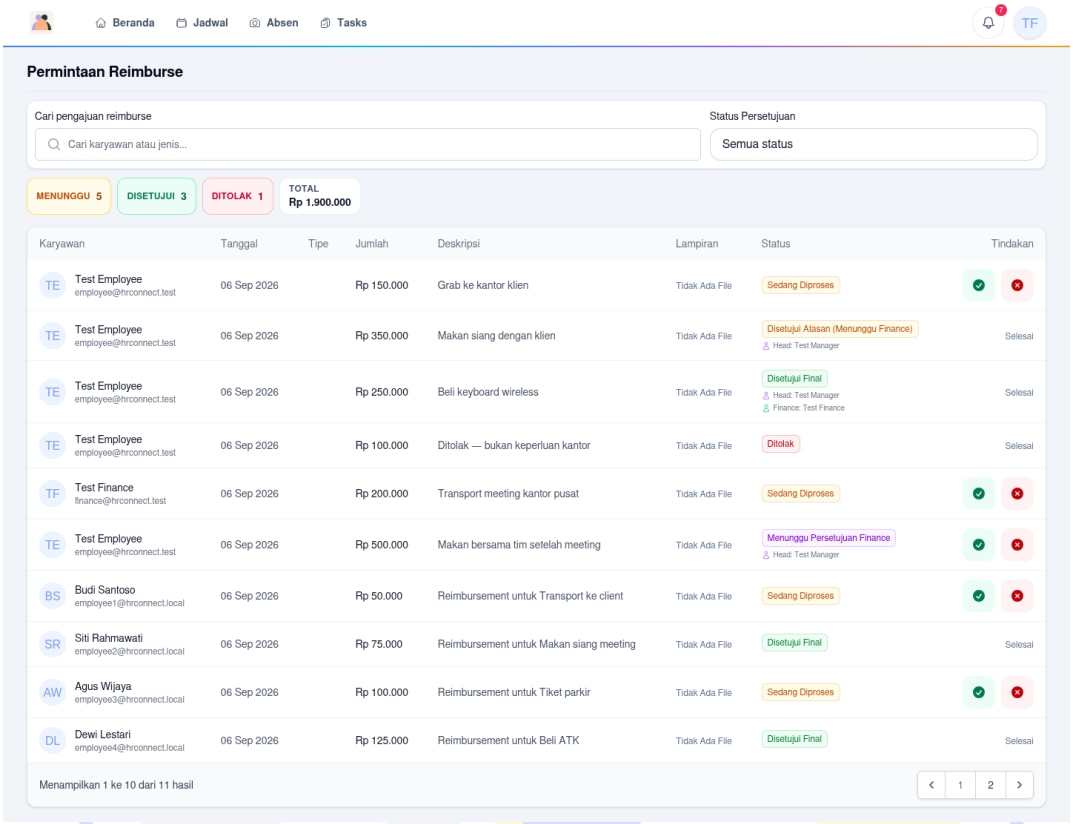
Lampiran B16. Pengelolaan Payroll



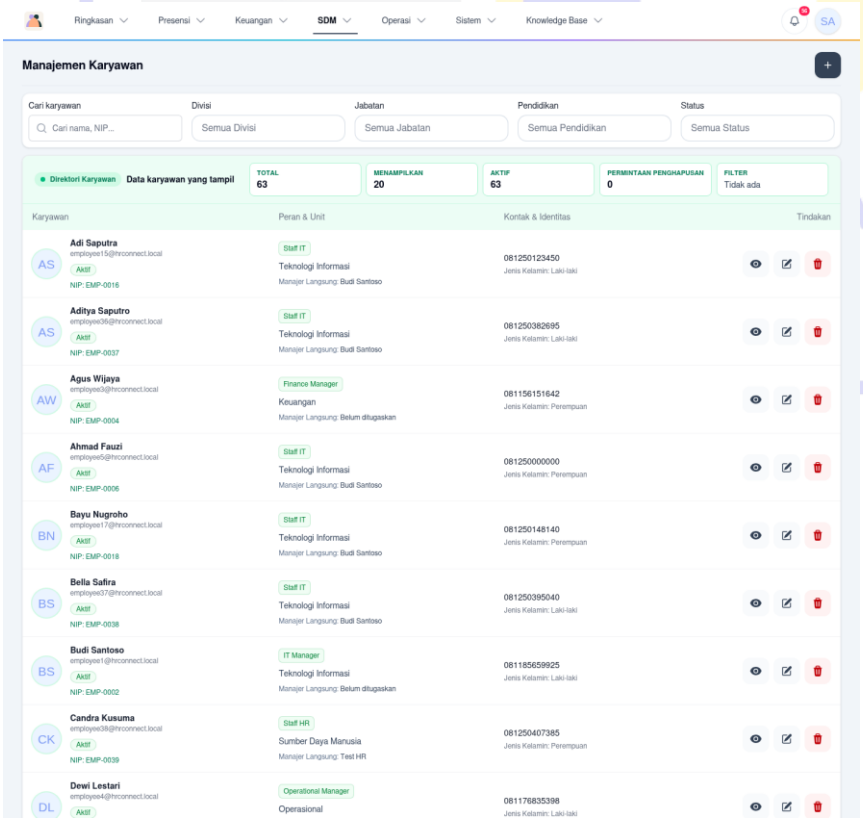
Lampiran B17. Konfigurasi Pajak dan BPJS



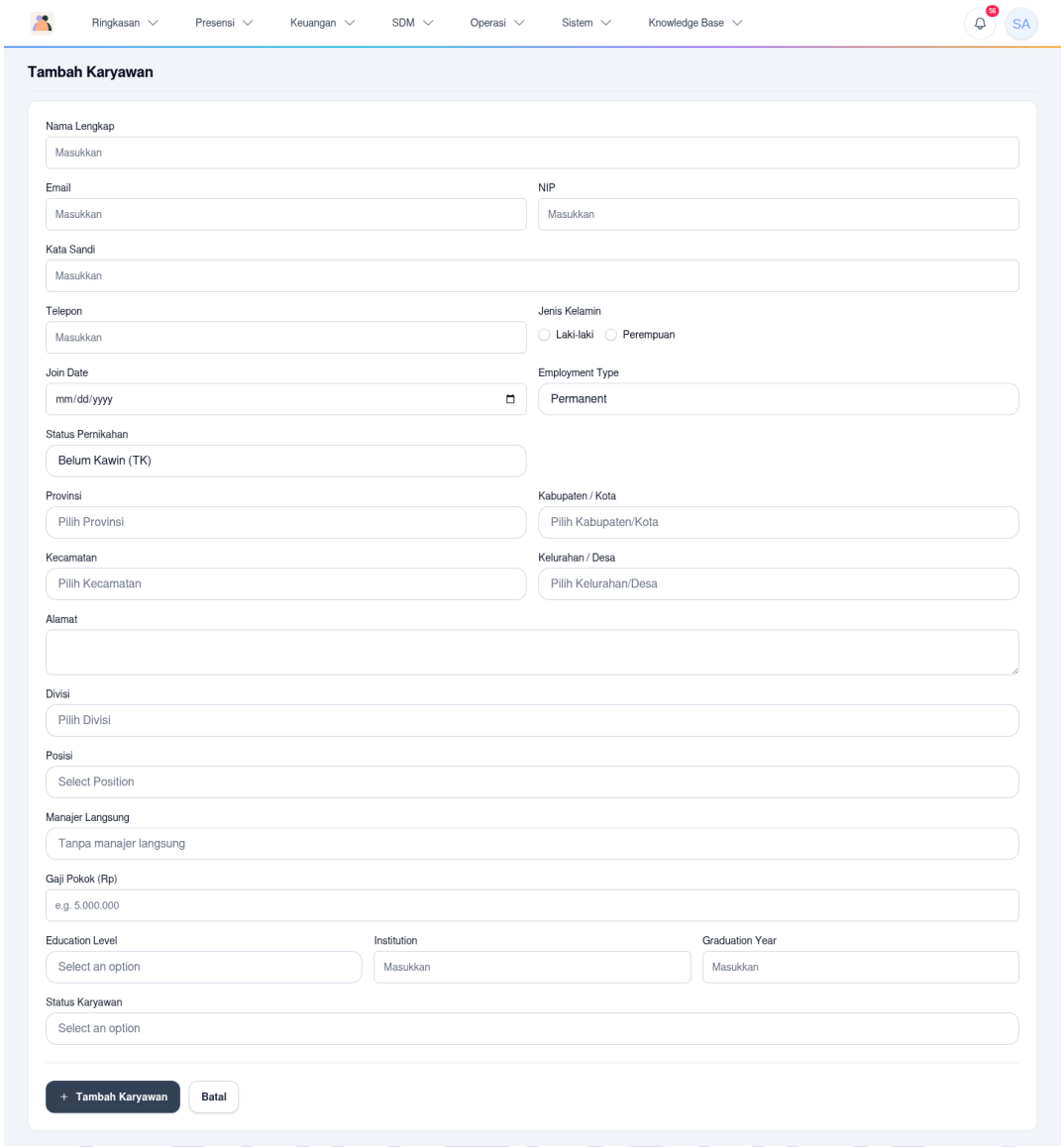
Lampiran B18. Persetujuan Reimbursement Tingkat Kedua



Lampiran B19. Daftar Data Karyawan

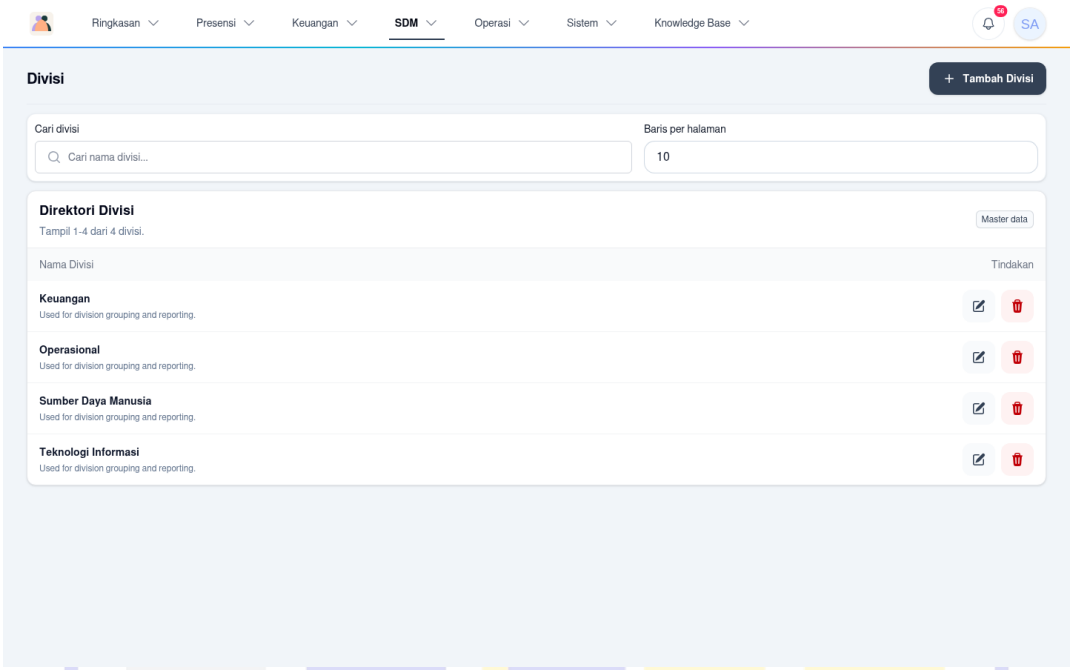


Lampiran B20. Form Tambah atau Ubah Karyawan



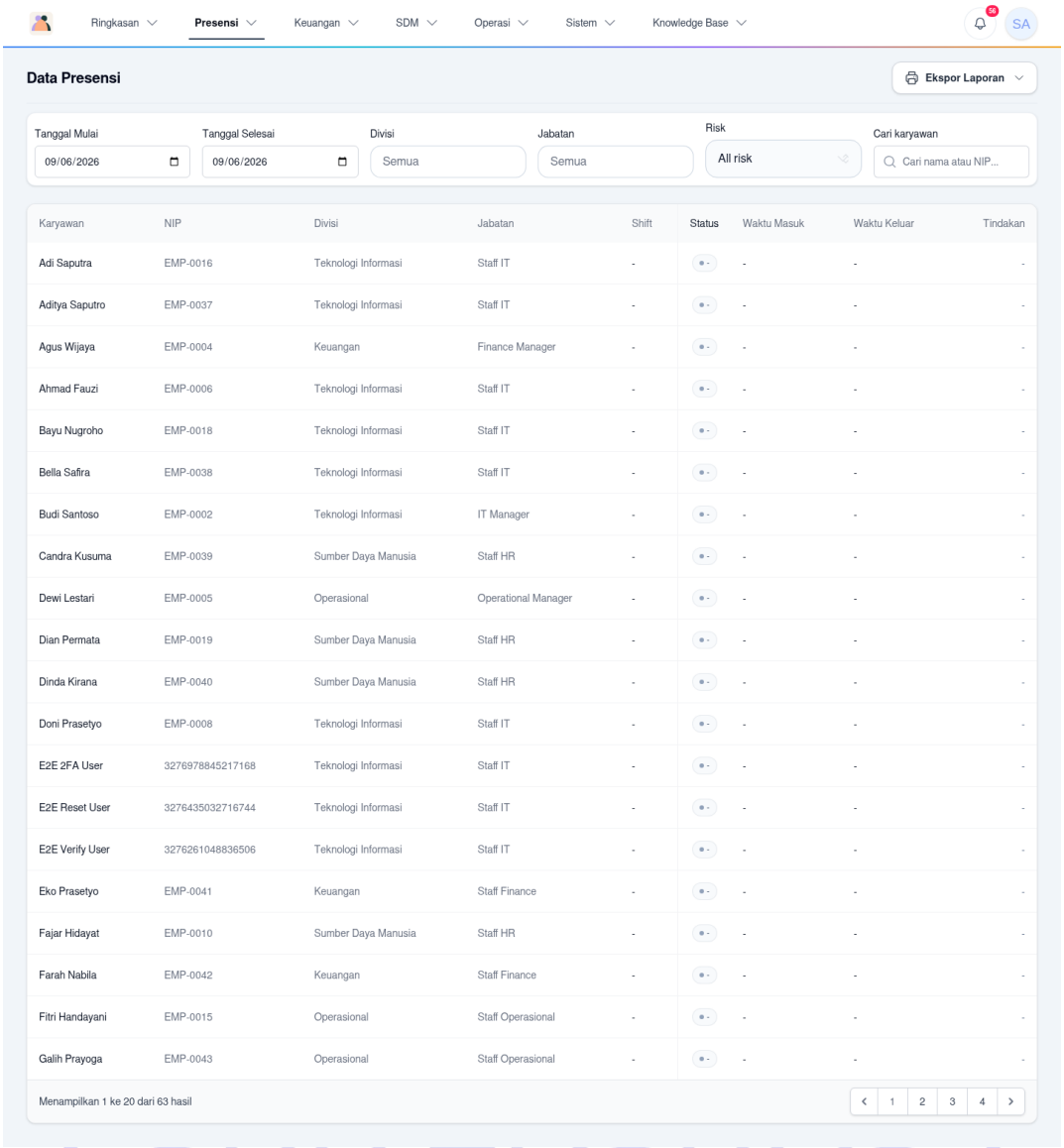
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Lampiran B21. Pengelolaan Master Data



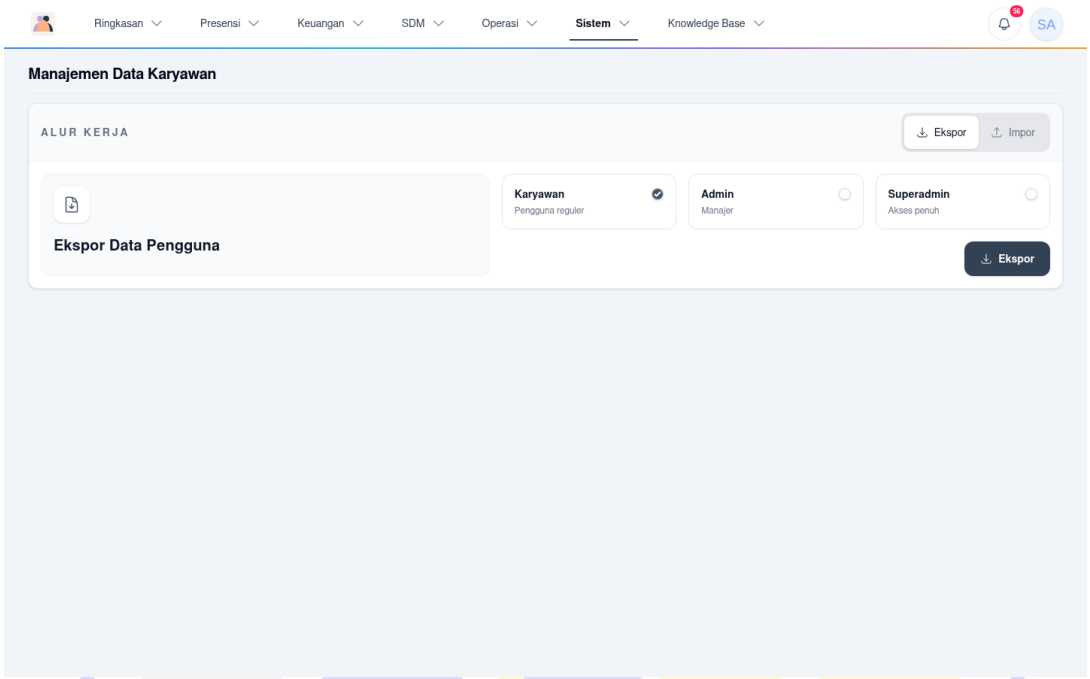
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Lampiran B22. Pengelolaan Presensi

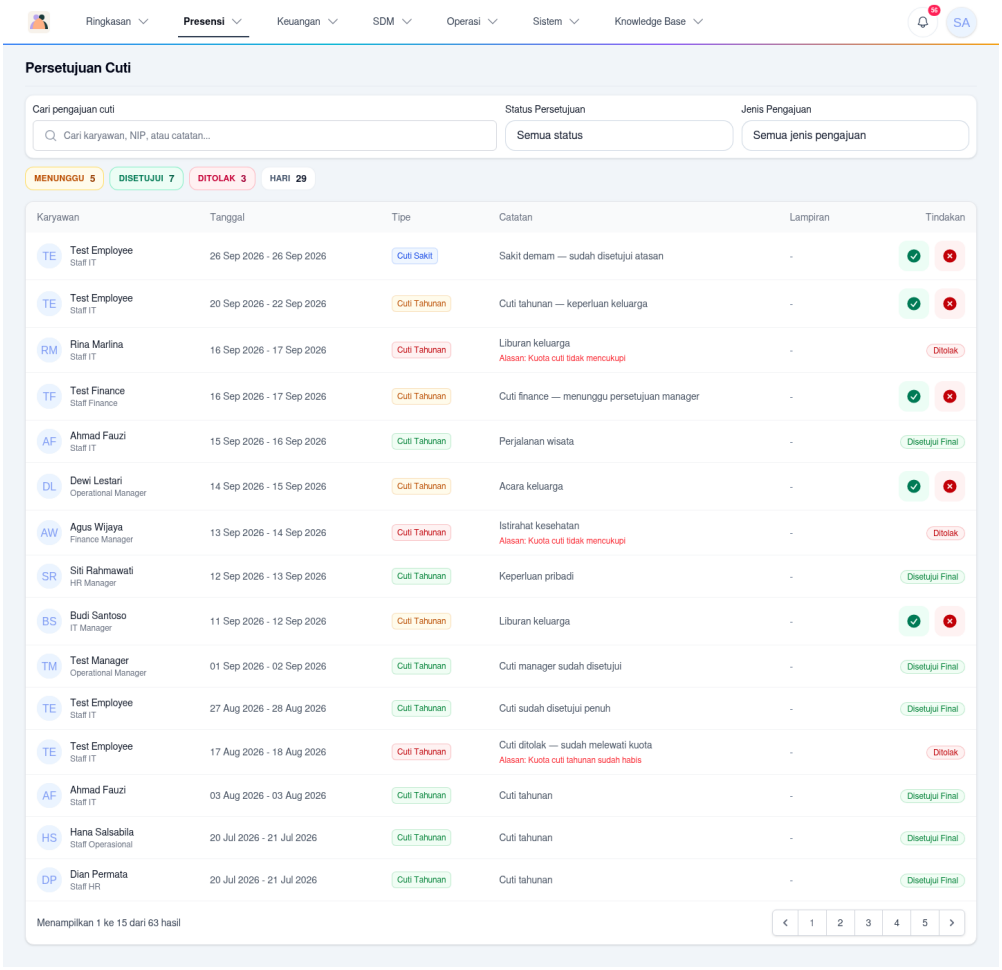


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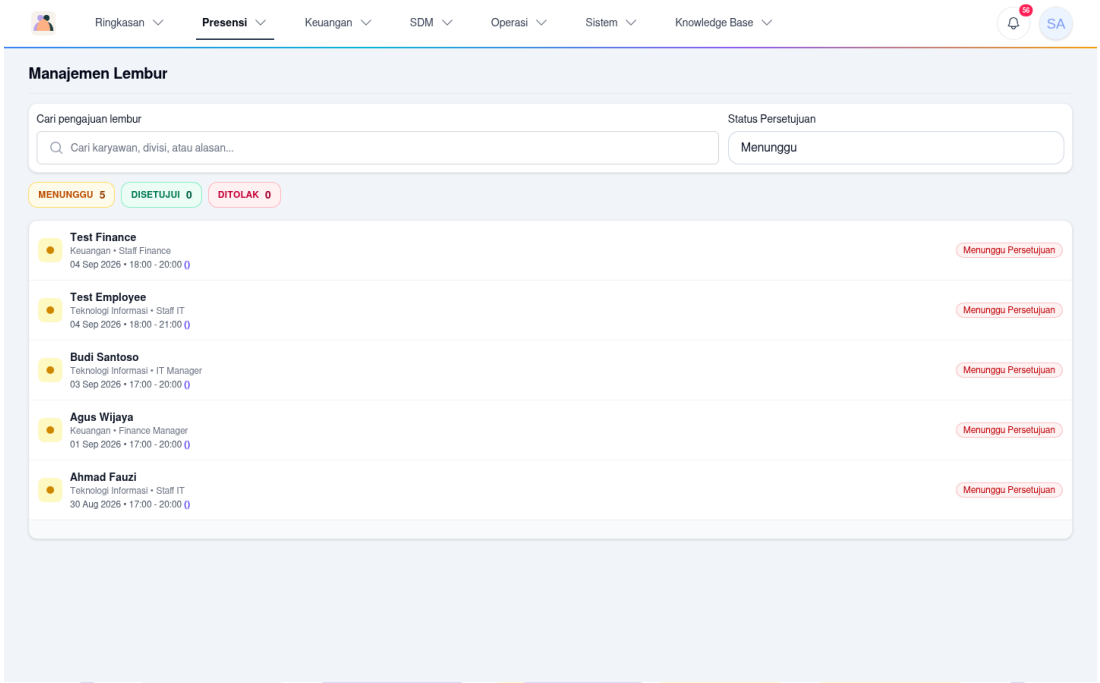
Lampiran B23. Impor dan Ekspor Data



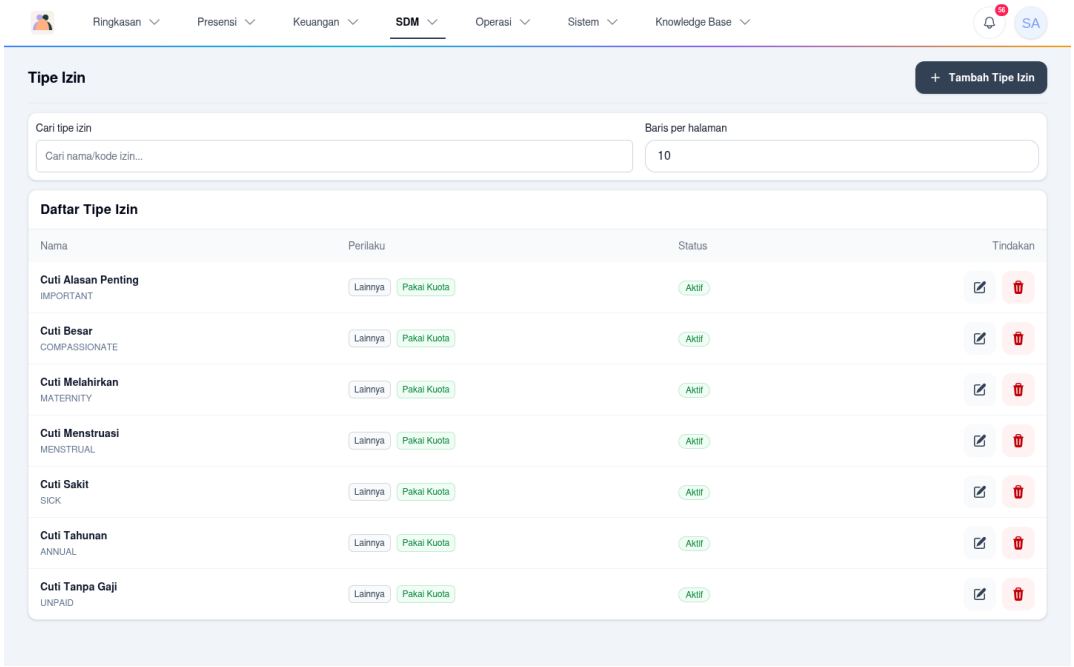
Lampiran B24. Persetujuan Cuti Tingkat Kedua



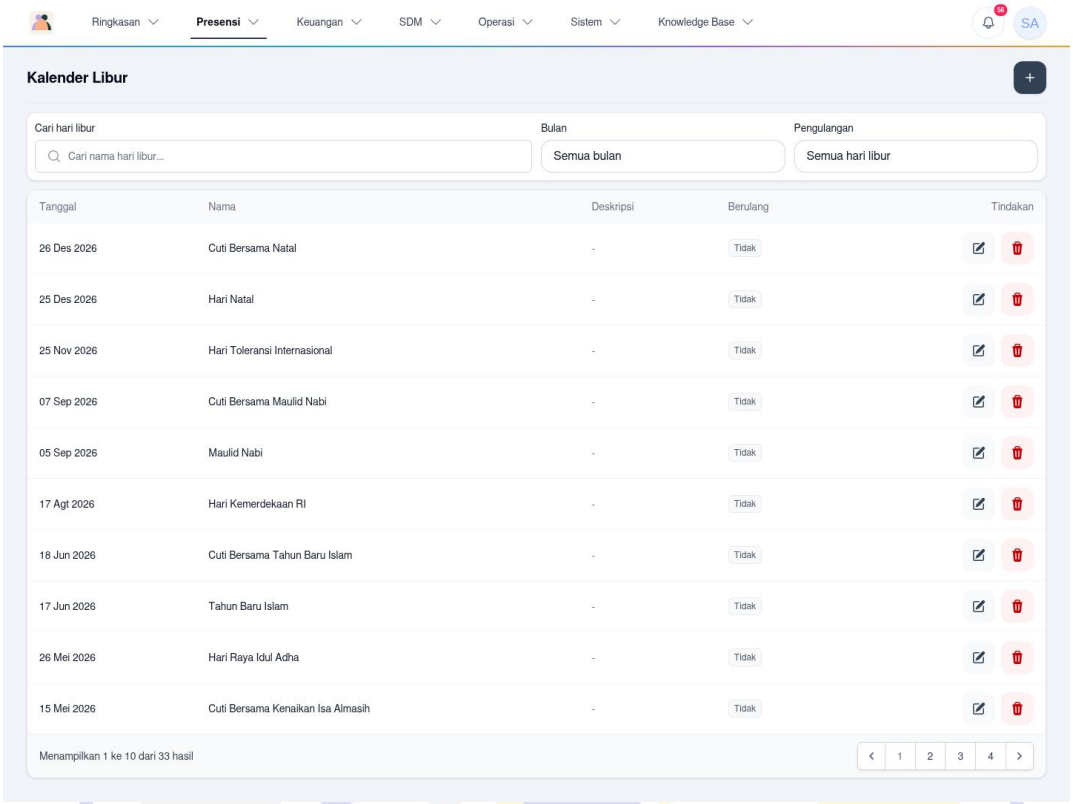
Lampiran B25. Persetujuan Lembur Tingkat Kedua



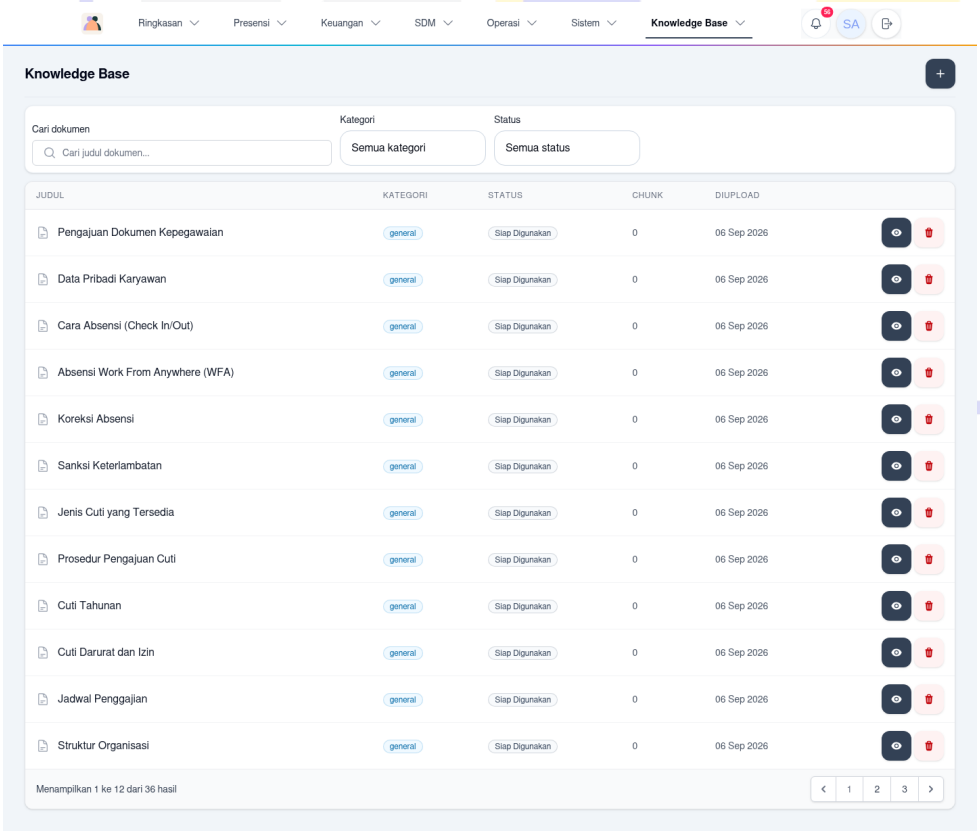
Lampiran B26. Pengelolaan Jenis Cuti dan Kuota



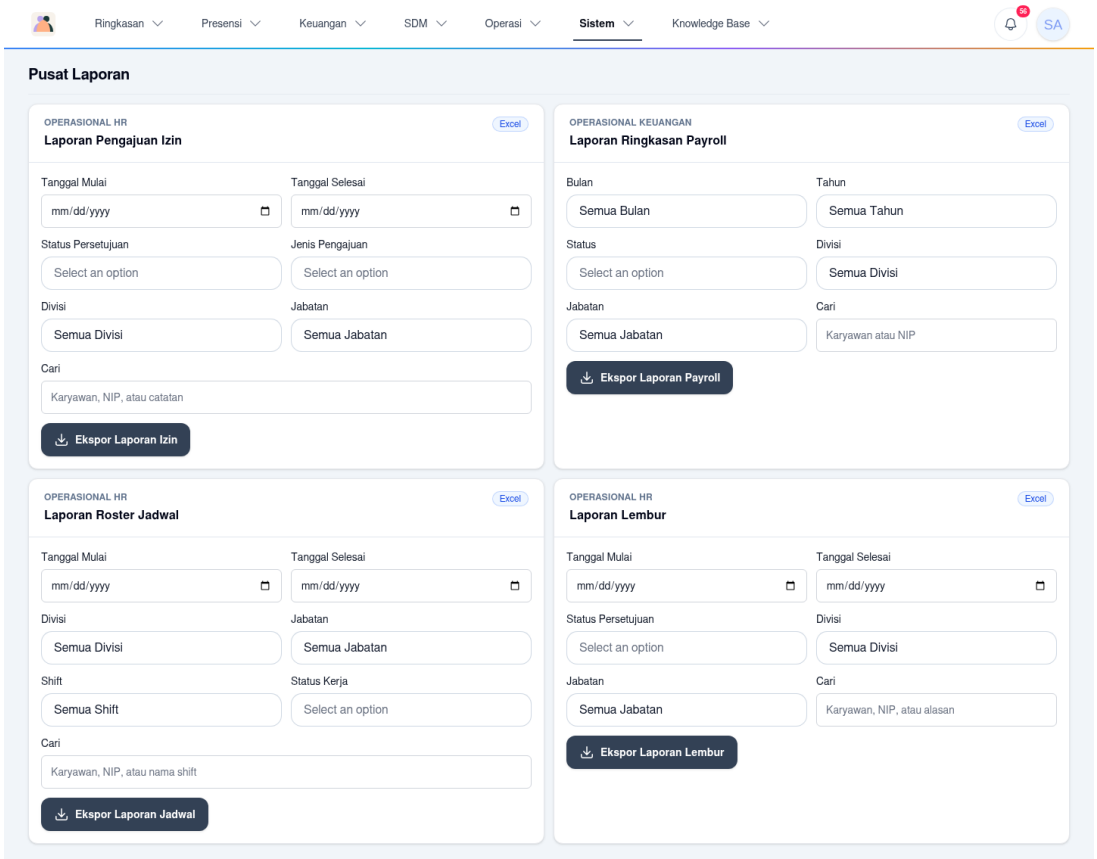
Lampiran B27. Pengelolaan Hari Libur



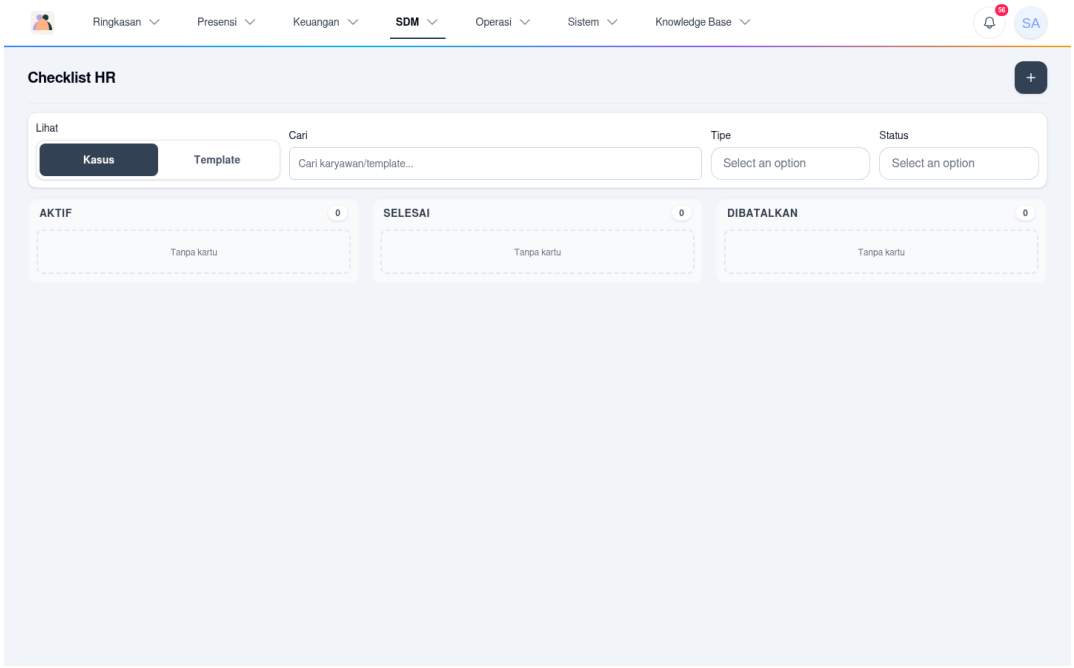
Lampiran B28. Pengelolaan Knowledge Base



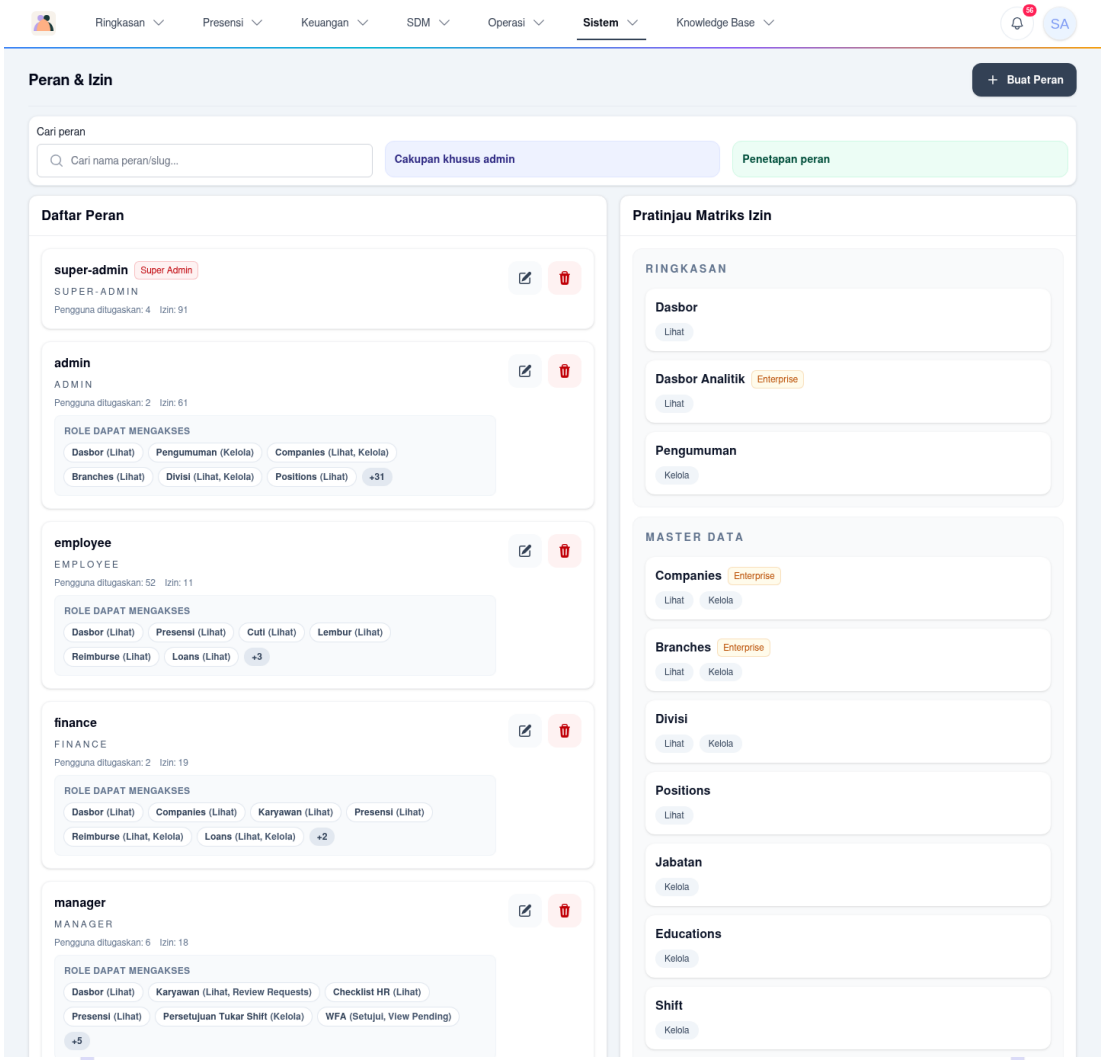
Lampiran B29. Pusat Laporan



Lampiran B30. HR Checklist

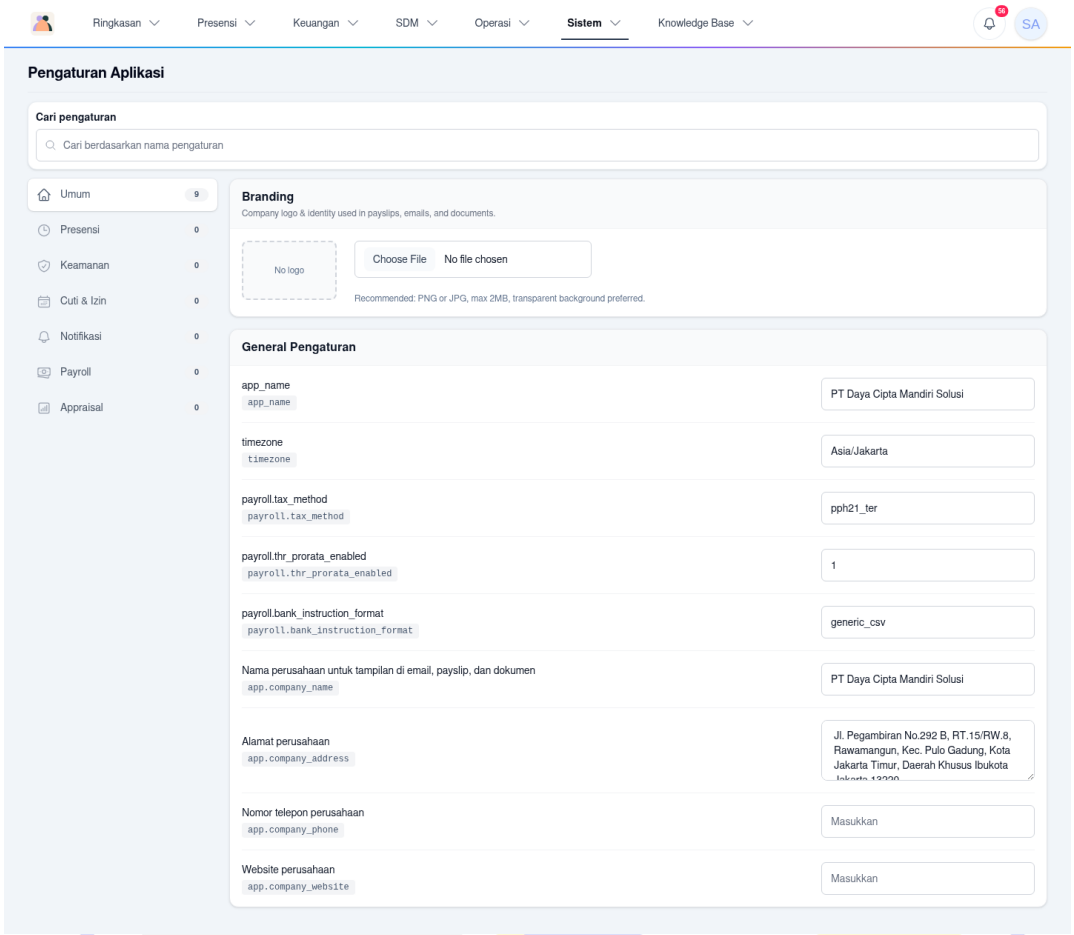


Lampiran B31. Pengelolaan User Role dan Permission



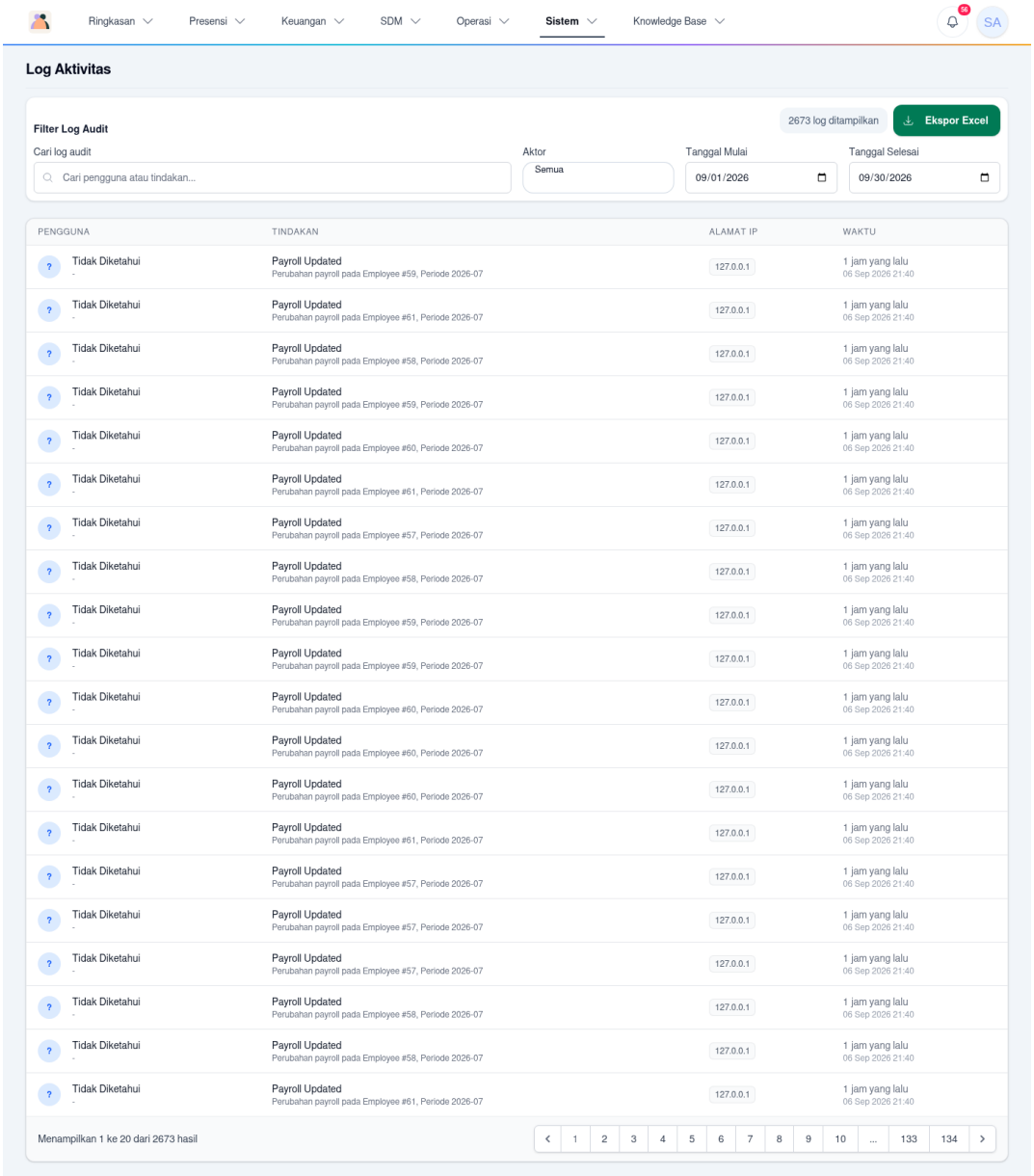
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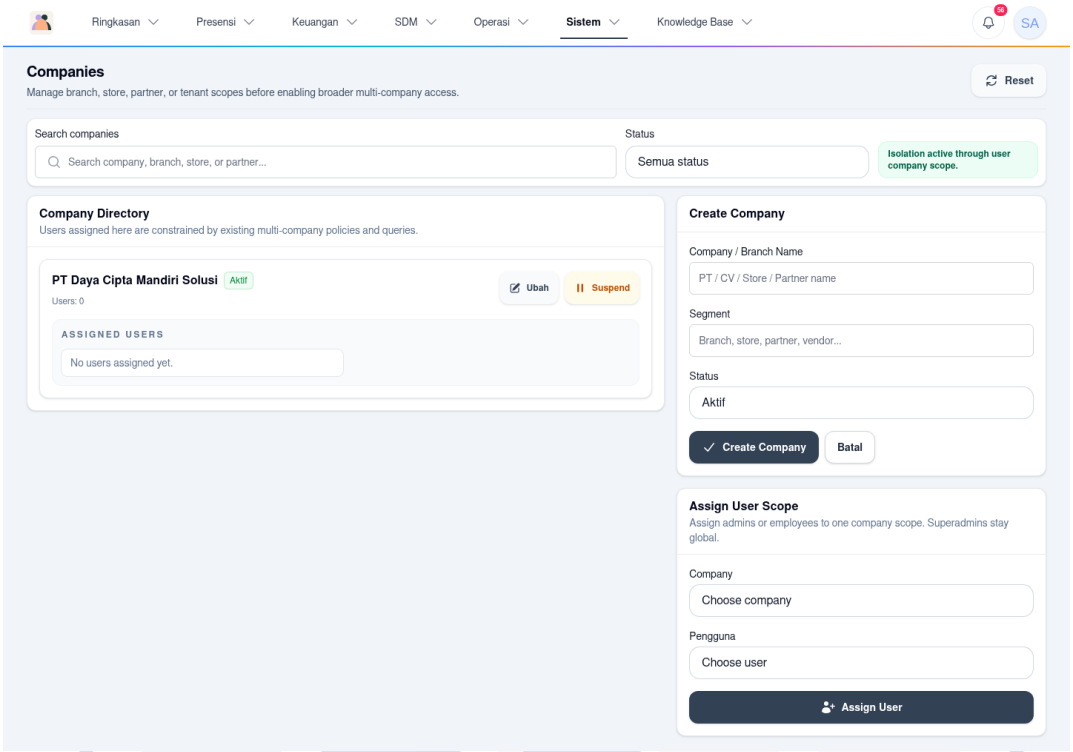
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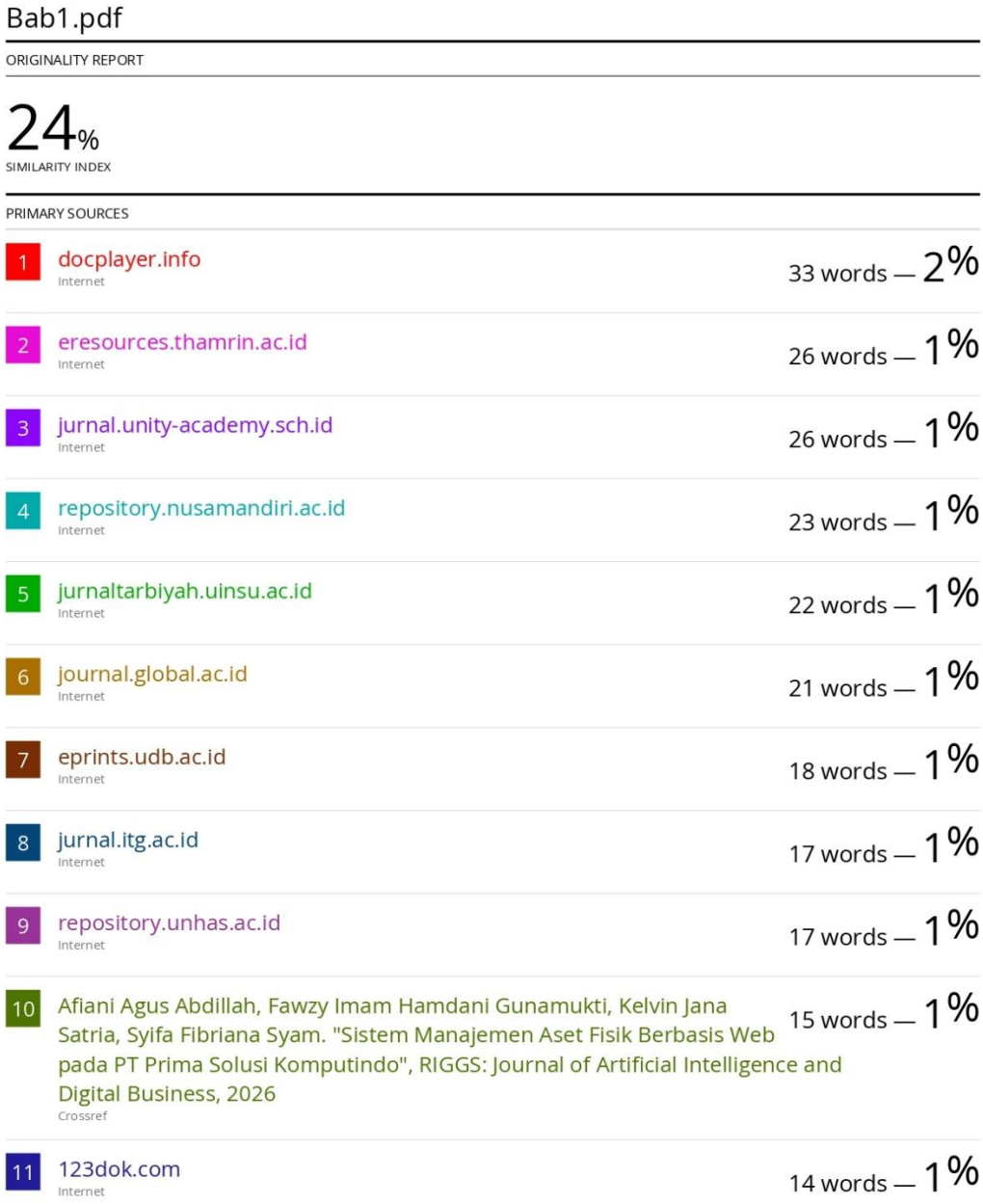
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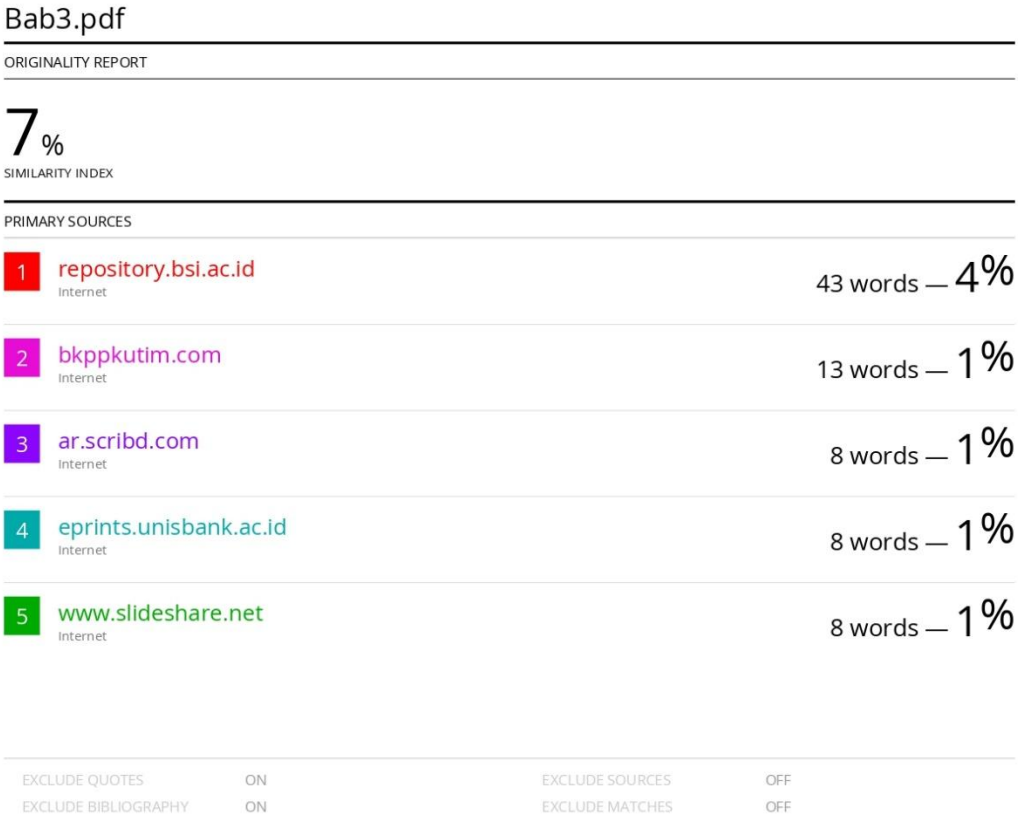
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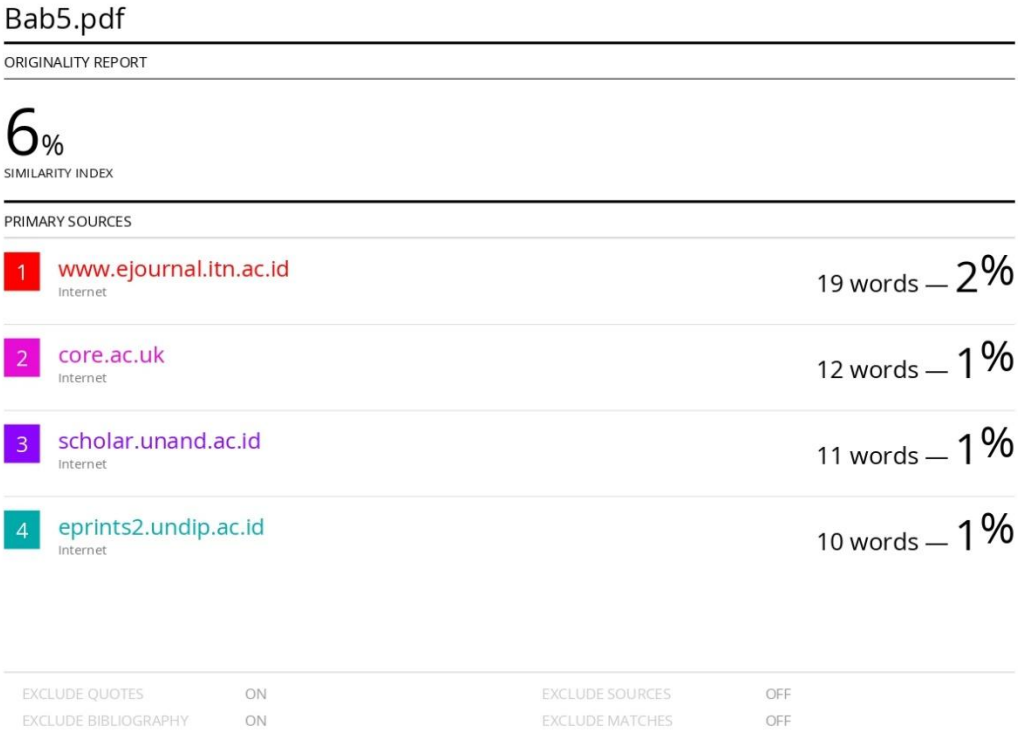
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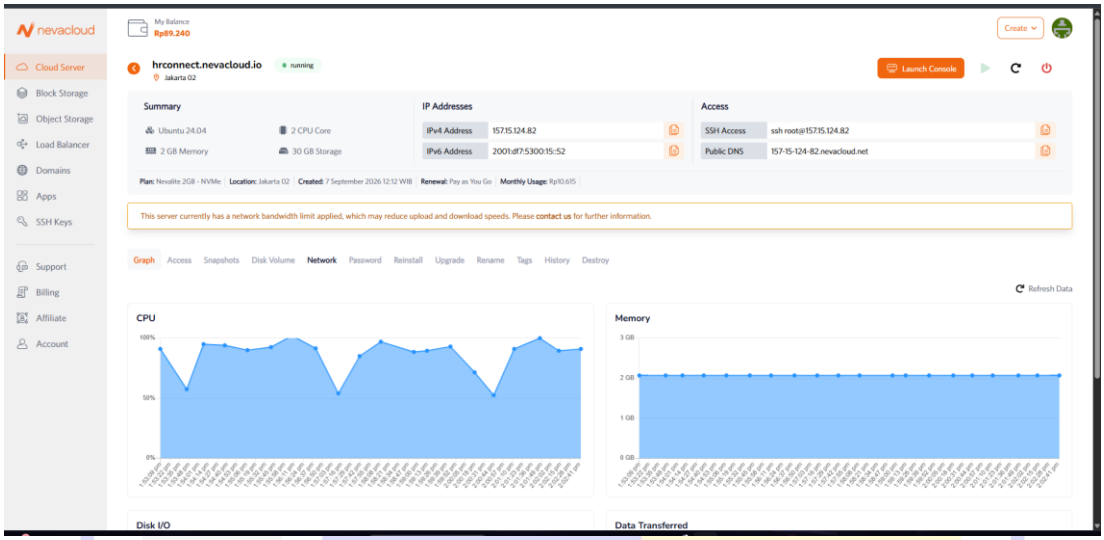
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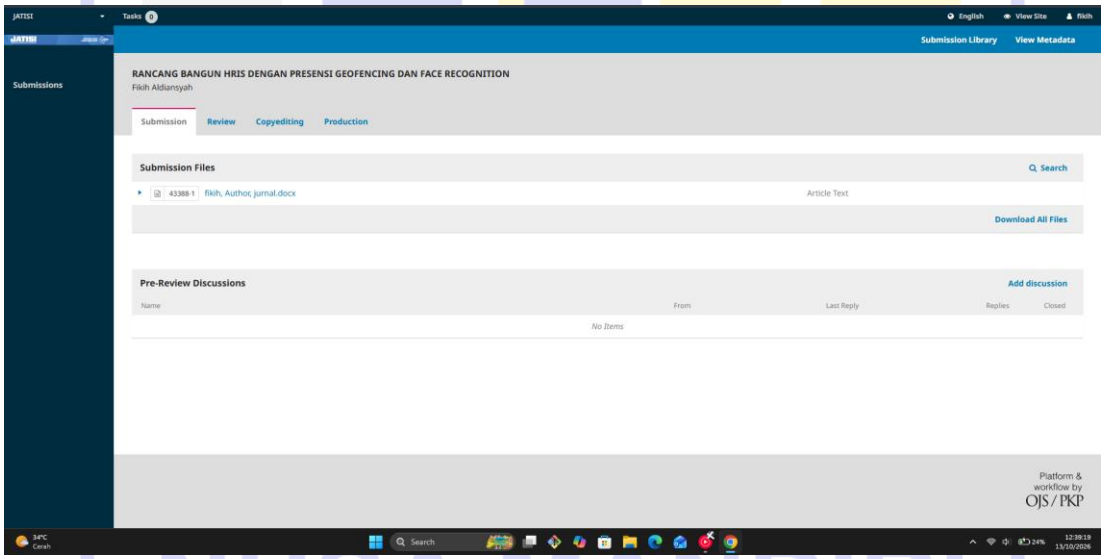
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