



# PROFILE

POLITEKNIK NEGERI JAKARTA



BECOMING A TOP POLYTECHNIC WITH INTERNATIONAL STANDARD  
TO SUPPORT NATIONAL COMPETITIVENESS

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POLITEKNIK NEGERI JAKARTA  
EDUCATION • INNOVATION • TECHNOLOGY

# WELCOMING REMARKS FROM **THE DIRECTOR**

## **DIRECTOR OF POLITEKNIK NEGERI JAKARTA**

DR. SC. H., ZAINAL NUR ARIFIN,  
DIPL.-ING., HTL., M.T.

Politeknik Negeri Jakarta is one of the first Indonesian state higher education institutions that offers vocational degrees. Founded as Polytechnic of the University of Indonesia in 1982 with only four study programs (Civil Engineering, Mechanical Engineering, Electrical Engineering, and Electronic Engineering), it changed its name to Non-degree Engineering Faculty (FNGT). Based on the Ministry of Education and Culture Decree Number 207/O/1998, FNGT became Politeknik Negeri Jakarta (PNJ) in 1998. Currently, PNJ has 7 departments and 36 study programs, ranging from diploma 1, diploma 2, diploma 3, applied bachelor's degree, to applied master's degree. Our target for 2029 is to become a world-class leading polytechnic with our vision:

***“Becoming a Top Polytechnic with International Standard to Support National Competitiveness”.***

Therefore, PNJ needs acceleration to achieve our target. In 2020-2024 period, our objectives are: (1) improving the quality and competitiveness of PNJ graduates at the Asian level,



(2) increasing international accreditation, and (3) increasing international reputation.

In order to achieve these targets, we apply "**Quality-Based Polytechnic Management**" and "**Industry Based Education System**", including:

- Management of education, research, and community service using a quality assurance cycle, namely PPEPP (Establishment, Implementation, Evaluation, Control, and Improvement). By always making continuous improvements in the implementation of this cycle, the quality of the implementation of the Three Principles of Higher Education will be guaranteed.
- Each Study Program has industrial partners and forms an Advisory Board with industry, thus ensuring that each student can carry out an internship for 6 (six) months and provide opportunities to be recruited by companies, etc;
- PNJ continuously collaborates with industry so that the curriculum is in accordance with industry needs, so that graduates can be absorbed by IDUKA (industry, business, and job market) both nationally and internationally.
- PNJ always strives to expand its network of cooperation with overseas universities, either in the form of student exchanges, academic staff exchanges, or joint/dual/double degree programs.

- Every PNJ graduate is provided with a competency certificate as an added value to be able to compete for a job, which is the implementation of Ministry of Research, Technology, and Higher Education Ministerial Regulation Number 14 of 2015.
- Entrepreneurship is a compulsory course for every student, thus providing provisions as entrepreneurs. In addition, it is supported by student activities in the field of entrepreneurship.
- In addition to internships in industry, students also carry out hands-on practice in workshops, laboratories, studios with a maximum of 60% of the total credits.

Currently we have 7,305 students, 390 lecturers, and 320 educational personnel. Each lecturer has master's and doctoral degree with expertise in their respective fields. Likewise, educational personnel have skills in implementing educational services.

To date, PNJ has graduated 35,934 students, consisting of 22,764 students from engineering fields and 13,170 from business fields. Many PNJ alumni have become top managers in companies, some have even become ministers. Most of the alumni are working in national and multinational companies, as well as becoming civil servants and entrepreneurs.



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# INTRODUCTION



Politeknik Negeri Jakarta (PNJ), formerly known as Polytechnic of the University of Indonesia/ Non-degree Engineering Faculty (FNGT), changed its name based on the Decree of the Minister of Education and Culture Number 207/O/1998. PNJ is an autonomous higher education institution that has seven Departments and 36 Study Programs ranging from D-3 levels (Associate Degree-A.Md.), Applied Bachelor (S.Tr.), and Applied Masters (M.Tr.) degrees.

To date, PNJ has graduated 35,934 people, consisting of 22,764 engineering stream graduates and 13,170 business stream graduates. PNJ graduates, most of whom work in national and multinational companies, some also work as Civil Servants (PNS), and a small proportion become self-employed. In addition, these alumni are given tests in their respective

fields so that the alumni are competent and can fill professional positions. Most of them work as entrepreneurs, civil servants, or in national or multinational companies. Graduates of the D-3 program fill the field of work as senior technicians who are able to solve technical problems in their fields, while graduates of the Applied Bachelor program fill professional positions in companies.

Along with the globalization era and demands of a more competitive industry, PNJ equips students with balanced knowledge and skills. The balance can be seen from the curriculum with a ratio of 40% theory and of 60% hands-on practice. In addition, due to the paradigm shift, students are equipped with entrepreneurship courses and quality management to be more creative and innovative.

# VISION

Becoming a Top Polytechnic with International Standard to Support National Competitiveness.

# MISSIONS

- Organizing Vocational Education based on science, technology, engineering and art that produces graduates with character and devotion to God Almighty.
- Develop research, improvement and application of science, technology, engineering and the arts as well as quality innovation products in order to increase the nation's competitiveness.
- Developing institutions that are efficient, effective and accountable based on information and communication technology.

# AIMS

- Produce human resources who are devoted to God Almighty, competent, and have national character.
- Creating a climate of research and community service that is able to support the development of international science and technology in order to increase the nation's competitiveness.
- Developing institution that is adaptive and responsive to today's conditions, through efficient and effective use of resources (human, asset, infrastructure, and finance) and based on information technology.
- Establishing national and international institutional partnership to improve human resource capacity and institutional development.



# PNJ ORGANIZATIONAL STRUCTURE



**Dr. sc. H., Zainal Nur Arifin, Dipl.-Ing., HTL., M.T.**  
DIRECTOR



**Nunung Martina , S.T., M.Si.**  
Vice Director  
of Academic Affairs



**Sujarwo , S.E., M.Si.**  
Vice Director  
of General Administration and Finance



**Iwa Sudradjat, S.T., M.T.**  
Vice Director  
of Student Affairs



**Iwan Supriyadi , BSCE., M.T.**  
Vice Director  
of Cooperation Affairs



**Dr. Dyah Nurwidyaningrum, S.T., M.M., M.Ars.**  
Head of Civil Engineering Department



**Dr. Eng., Muslimin, S.T., M.T.**  
Head of Mechanical Engineering Department



**Ir. Sri Danaryani, M.T.**  
Head of Electrical Engineering Department



**Titik Purwinarti, S.Sos., M.Pd.**  
Head of Business Administration Department



**Dra., R. Elly Mirati, M.M.**  
Head of Accounting Department



**Dra., Wiwi Prastiwanti, M.M.**  
Head of Printing Technology and Publishing Department



**Mauldy Laya, S.Kom., M.Kom.**  
Head of Informatics and Computer Engineering Department



# CIVIL ENGINEERING DEPARTMENT



The vision of Civil Engineering Department is ***“Becoming a Top Civil Engineering Department with International Standard to Support National Competitiveness”***.

Students can choose one of four study programs in Diploma 3 degree or Applied Bachelor’s degree, namely :

- Civil Construction, Diploma 3 Study Program.
- Building Construction, Diploma 3 Study Program.
- Road and Bridging Design Engineering, Applied Bachelor’s Study Program.
- Building Construction Engineering, Applied Bachelor’s Study Program.

The Department of Civil Engineering has some strengths, one of which is that it has used an industrial competency-based curriculum which refers to the Indonesian National Qualifications Framework (KKNI). It has been developed and adapted to industry needs and the demands of science

and technology development, based on Building Information Modeling (BIM) and by considering environmental aspects and occupational health and safety (K3) so that graduates are always absorbed in the job market.

In carrying out its mission as an educational institution, the Civil Engineering Department accommodates 28 classes of students with a maximum capacity of 24 students in each class, so that the total number of students is around 900 people. The department has 61 permanent teaching staff who are competent, in addition to teaching staff who are practitioners from companies that collaborate with the Politeknik Negeri Jakarta.

There have been about 20,000 graduates since its establishment in 1982, who have worked in various national and foreign companies, in government institutions, and as entrepreneurs.



Learning processes carried out at the PNJ Campus, Depok are theoretical learning in the classroom, hands-on practical learning in the Test Laboratory, Construction Laboratory (Workshop) and BIM Laboratory (Autocad and Tekla). Practical learning includes soil measurement practicum, materials, soil testing, hydraulics in testing laboratories as well as masonry, woodwork, drainage, scaffolding, pavement, waterworks, concrete, and steel in the construction laboratory (workshop). The Civil Engineering Department has a Technology Excellence Center (PUTI) which concentrates on bridge maintenance.

The Civil Engineering Department partners with several industries with the aim of making the industry a laboratory for students to gain learning experience through practice and concrete problem solving. Partner companies include: PT Pembangunan Perumahan, PT. Brantas Abhipraya, and PT Bukaka Teknik Utama. At these companies, students observe and carry out the actual implementation of construction work in the field through internships, practical visits and excursion studies.

In addition, through observations students can gather problems in the field as materials for preparing Final Projects (TA) and research. Through the Memorandum of Understanding and Collaboration Program, Civil Engineering students carry out Field Work Practices in many companies, such as Hutama Karya, Nindya Karya, Yodya Karya, Wijaya Karya, Waskita Karya, Pembangunan Perumahan, PT VSL, and Trans Marga Jaten.

In addition to collaborating with various construction industries,



the Civil Engineering Department also collaborates with Trimble Solutions Corporation. In collaboration with Trimble Solution Corporation (formerly known as Tekla Corporation) which is based in Finland, the Civil Engineering Department has become the first ATC (Authorized Training Center) in Indonesia for the BIM (Building Information Model) program using Tekla software which is a product of Trimble Solutions Corporation. ATC will provide facilities for learning the Building Information Model (BIM) program and can provide international certification for students of the Civil Engineering Department.



## BUILDING CONSTRUCTION ENGINEERING DIPLOMA STUDY PROGRAM, ACCREDITED A

The Building Construction Study Program, which was opened in 1982, is a diploma 3 vocational education program that aims to prepare human resources as Professional Intermediate Experts in the field of building construction such as housing and multi-storey buildings. This study program length is 6 semesters and its graduates have Associate Expert (A.Md) title. KG study program is accredited A based on the Decree of BAN - PT No. 970 / SK / BAN-PT / Akred // Dpl-III / IX / 2015, which is valid until 2020 and will be automatically extended based on the Ministry of Education and Culture Decree in 2020.

Learning processes carried out at the PNJ Campus, Depok are theoretical learning in the classroom, hands-on practical learning in the Test Laboratory and Construction Laboratory (Workshop). Practical learning includes soil measurement practicum, materials, soil testing, fluid mechanics, and structure in test laboratory and masonry, drainage, scaffolding, asphalt

pavement, concrete, and steel in construction laboratories (workshops). The number of credits taken during education is 119 credits. Practical learning in industry includes an internship for 1 semester which is valued at 20 credits in several construction service companies as a provision for field knowledge before entering the industrial world. Students can take credits by means of other independent learning curricula, such as taking elective courses in other study programs or real work courses for developing infrastructure and entrepreneurship.

The core courses for the Building Construction Diploma 3 program are: concrete construction, steel construction, engineering mechanics, building construction, construction management, soil mechanics, foundations, building planning project work, project work auctions for building work, and final project. Graduates of the Building Construction Study Program have competencies as building construction executors, building operations executors, building construction supervisors, and building operations supervisors.





## CIVIL CONSTRUCTION ENGINEERING DIPLOMA STUDY PROGRAM, ACCREDITED A

The Civil Construction Study Program, which was opened in 1982, is a diploma 3 vocational education program that aims to prepare human resources as Professional Intermediate Experts in the field of civil construction building such as roads, bridges, dams, irrigation buildings and clean water structures. This is a regular study program and its length is 6 semesters and its graduates have Associate Expert (A.Md) title. Diploma III Civil Construction (KS) Study Program was established based on the Decree of the Minister of Education and Culture of the Republic of Indonesia 03/DJ/Kep/1979. The study program is accredited A based on the Decree of BAN - PT No. 970 / SK / BAN-PT/Akred/ Dpl-III/IX/2015, valid from September 3<sup>rd</sup>, 2015 to September 3<sup>rd</sup>, 2020 and will be automatically extended based on the Ministry of Education and Culture Decree in 2020.

Learning processes carried out at the PNJ Campus, Depok are theoretical learning in the classroom, hands-on practical learning in the Test Laboratory and Construction Laboratory (Workshop). Practical learning includes soil measurement practicum, materials, soil testing, fluid mechanics, and structure in test laboratory and masonry, drainage, scaffolding, asphalt pavement, concrete, and steel in construction laboratories (workshops). The number of credits taken during education is 119 credits.

Practical learning in industry includes an internship for 1 semester which is valued at 20 credits in several construction service companies as a provision for field knowledge before entering the industrial world. Students can take credits by means of other independent learning curricula, such as taking elective courses in other study programs or real work courses for developing infrastructure and entrepreneurship.

The core courses for the Civil Construction diploma 3 program are: Concrete and prestressed construction, steel construction, engineering mechanics, highway construction, civil building construction, construction management, soil mechanics, hydraulics, hydrology, irrigation, foundation, civil building planning project work, roads and bridges, Project Work Auctions for civil building works, and final projects.

Graduates of the Civil Construction Study Program have competencies as executors of civil building construction, executors of civil building maintenance, supervisors of civil building construction, and supervisors of maintenance of civil buildings.

## ROAD AND BRIDGING DESIGN APPLIED UNDERGRADUATE STUDY PROGRAM, ACCREDITED B

This study undergraduate program consists of Road and Bridging Design class and one specific concentration, i.e. Highway Applied Undergraduate class. This study program was founded in 2005. The study program was established to fulfill the need of professional human resource in the field of road and bridge design. It is a regular study program for highschool/ equivalent graduates.

The number of credits taken during the program is 144 credits. Practical learning in industry includes a work apprenticeship for 1 semester which is rewarded with 20 credits in several construction service companies as a provision for field knowledge before entering the industrial world in semester 6. Students can take credits by means of other independent learning curricula, such as taking elective

courses in other study programs or real work courses for developing infrastructure and entrepreneurship.

The development of this study program was inspired by the need for human resources as professional experts in the field of roads and bridges, especially in dealing with various cases of damage requiring maintenance and rehabilitation. This program is supported by professional teaching staff as permanent or non-permanent lecturers from the Ministry of Public Works and Public Housing. Graduates of the Road and Bridge Design Engineering Study Program will be awarded with Applied Bachelor title and have the competence as experts in road and bridge design, experts in road and bridge implementation as well as filling positions as a road and bridge planner (Engineer), a construction implementation manager (Site Manager), an implementation supervisory manager and a road and bridge maintenance and repair manager.





## **BUILDING CONSTRUCTION ENGINEERING APPLIED UNDERGRADUATE STUDY PROGRAM**

This study program was established in 2015 based on the mandate from the Director General of Higher Education. The study program aim is for the graduates to fill the position of professional experts in the construction industry, especially building construction. It is a regular study program for highschool/equivalent graduates.

The establishment of this Study Program was inspired by the rapid development of high-rise buildings. This requires the need for competent human resources as professional experts in the field of multi-storey building construction. The number of credits taken during the program is 144 credits. Practical learning in industry includes a work apprenticeship for 1 semester which is rewarded with 20 credits in several construction service companies as a provision for field knowledge before entering

the industrial world in semester 6. Students can take credits by means of other independent learning curricula, such as taking elective courses in other study programs or real work courses for developing infrastructure and entrepreneurship.

Graduates of the Road and Bridge Design Engineering Study Program will be awarded with Applied Bachelor title and have competence as building design experts that requires detailed engineering design (DED), building implementation experts, building supervision experts who will be able to fill positions as building structure planner (Engineer), construction implementation manager (Site Manager), supervisory manager implementation and manager of building maintenance and repair (building maintenance).



## CIVIL ENGINEERING DEPARTMENT LABORATORIES DOCUMENTATION

Material Testing Lab



Lab Surveying



Hydraulics Test Lab



Occupational Health and Safety Lab



Scaffolding Laboratory



Concrete Lab



Tekla Lab



Autocad Lab



### Geometer Practice



### Soil Test Lab



### Center of Excellence in Infrastructure Technology Lab



### Scaffolding Lab



### Woodwork Laboratory



### Steel Laboratory





# MECHANICAL ENGINEERING DEPARTMENT



The Mechanical Engineering Department prepares students to become professional and competent intermediate experts who are able to fill supervisory or executive positions in the manufacturing industry, power plants, energy audits, and optimization and maintenance of heavy equipment, cement industry facilities, maintenance of gas refineries, aircraft, and other mechanical equipment facilities.

The Department of Mechanical Engineering was founded in 1982. At that time, the department only had one study program, namely Diploma III (D-3) of Mechanical Engineering with three concentrations; namely design, production and maintenance. As time goes by and the need for professionals increased in the energy sector, in 1991 the Department of Mechanical Engineering opened a new study program, namely the Energy Engineering Study Program, in 2001 the Department of

Mechanical Engineering opened another study program, namely Heavy Equipment Study Program in collaboration with PT. Trakindo Utama. In 2013 the Department of Mechanical Engineering opened an Applied Bachelor program with two study programs, namely the Applied Bachelor of Manufacturing Engineering and the Applied Bachelor of Power Plant Engineering.

In 2019, the department opened the Applied Master's in Manufacturing Technology Engineering program. This master's program then joins the Postgraduate Program, as a separate program from the Department.

To date, the Department of Mechanical Engineering has produced around 7,000 intermediate experts in the field of machinery, who mostly work in the national and international companies.



## MECHANICAL ENGINEERING DIPLOMA STUDY PROGRAM, ACCREDITED A

Mechanical Engineering Study Program at PNJ is a Diploma 3 (D3) vocational education, established in 1982.

Competencies of graduates of the D3 Mechanical Engineering Study Program are applied expertise in the field of mechanical engineering and general mechanics including mechanical design, production, and mechanical maintenance.

1. The main competencies in the field of mechanical design include the design of production aids equipment such as jigs and fixtures, molds & dies, automation of machinery, and design of appropriate machines according to the needs of industry and society.
2. The main competencies in the field of mechanical production include mastery of manual and CNC-based machining technologies, CAD / CAM, non-conventional machining, welding and other manufacturing technologies according to the needs of industry and society.
3. Main competencies in the field of mechanical maintenance include technological control and maintenance and repair management, vibration, failure analysis and other maintenance techniques according to the needs of industry and society. This maintenance competency has been developed into several fields in accordance with the field of study and industrial partnership:
  - Maintenance and repair of general mechanical equipment and maintenance of production machines.

- Maintenance of cement industrial production facilities (in collaboration with PT. Solusi Bangun Indonesia).
- Aircraft maintenance and repair (in collaboration with PT. Garuda Maintenance Facility or PT. GMF).
- Piping and Welding Inspection.



Competencies in mechanical engineering that are developed are tailored to the needs of filling intermediate experts in industries engaged in the machining, base metal, component industry, automotive, mining and energy, power plant, aircraft and other industries, as well as entrepreneurship. D3 Mechanical Engineering PNJ has played a strategic role in preparing the needs of intermediate experts in the field of mechanical and mechanical engineering, producing and developing applied research work in the field

of mechanical engineering, being able to carry out community service in the form of consultations and training in the field of engineering.

The core courses taught include manual and CNC machining production techniques, CAD/CAM, machine design, Mold and Dies, Jigs and features, machine maintenance and inspection, metallography and courses according to the specialization path.

This study program consists of regular programs and partnership classes for relevant highschool/equivalence graduates:

1. Regular class with 3 specializations, namely Mechanical Design, Production, and Maintenance.
2. Partnership class between PNJ Mechanical Engineering and PT. Solusi Bangun Indonesia (ex. PT. Holcim Indonesia) for the competence of technical expertise in the cement processing industry.
3. Partnership class between PNJ Mechanical Engineering and PT. Garuda Maintenance Facility or PT. GMF for Aircraft and Repair engineering expertise competency.
4. Partnership class between PNJ Mechanical Engineering and PT Formosa for competency in machining and mechatronic production engineering expertise.

## ENERGY CONVERSION DIPLOMA STUDY PROGRAM, ACCREDITED B

The Energy Conversion Study Program is a vocational education for Diploma 3 level, established in 1991, by combining the fields of Mechanical and Electrical Engineering, preparing professional and competent human resources in

the field of energy systems that synergize aspects of energy conversion and conservation, energy audits and renewable energy.

The main competencies of Energy Conversion Engineering are to be supervisors, operators and intermediate maintenance experts in the field of energy conversion and conservation, energy auditing, renewable energy, mechanical rotating, electrical and instrumentation and gas processing.

The core courses taught include Electronic Engineering, Power Electronics, High Voltage Engineering, Electrical Machinery, Thermal Machinery, Computer Aided Design (CAD), Renewable Energy, Distribution and Transmission, Energy Management, Energy Audit and Optimization Practices, Energy Conversion Engineering Practices, and Job Training in Power Generation Industry.

The competence of graduates is able to fill the needs of intermediate experts in the industry in the field of electricity generation and energy conservation





for supervisory level, business opportunities in energy conversion engineering, capable of producing and developing applied research work in the field of energy, able to produce community service work in the form of consultation and training in the field of energy, able to develop partnerships with industry in the field of generation based on knowledge and technology.

This study program consists of regular programs and partnership classes for relevant highschool/equivalence graduates:

1. Regular class of Energy Conversion Engineering.
2. Partnership class between PNJ Energy Conversion Engineering and PT. Badak Natural Gas (ex. PT. Holcim Indonesia) for competency in refinery maintenance and gas processing engineering expertise. There are three main areas of expertise, namely mechanical rotating, electrical and instrumentation, and gas processing.

### HEAVY EQUIPMENT DIPLOMA STUDY PROGRAM, ACCREDITED B

The Heavy Equipment Study Program is a vocational education for Diploma 3 level which was established in 2001. The demands of the industrial world for ready-to-use personnel made the Heavy Equipment Study Program, Politeknik Negeri Jakarta made a breakthrough by cooperating with several heavy equipment industries such as PT. Trakindo Utama as an industrial partner.

The Heavy Equipment Study Program implements a link & match system or learning method that aligns the world of education with the industrial world. Together with the team from PT. Trakindo Utama, and several other heavy equipment industries, the Heavy Equipment Study Program also designed a joint learning curriculum in order to obtain heavy equipment graduate competencies that are relevant to the needs of the existing heavy equipment industry.

In addition, with this collaboration, students also have the opportunity to jump in and see first hand the world of heavy equipment industry through the Industrial Apprenticeship Program. With this collaboration, the opportunity for heavy equipment graduates to be directly accepted into the heavy equipment industry is very large.

The main competencies are being able to plan, perform, organize, coordinate damage prevention, maintenance and repair of heavy equipment as well as analyzing damage to heavy equipment.

The core courses taught include Introduction to Heavy Equipment, Basic Mechanics, Electrical and Electrical Systems, Hydraulic Systems, Power Transfer Systems, Engine Systems, Basic Machine Operations, Preventive Maintenance, Applied Failure Analysis, and Industrial Internships.

Education that is carried out based on the competence of the Heavy Equipment Industry to develop graduates who have the ability to supervise in the field of heavy equipment, can produce and develop applied research work in the field of heavy equipment, can produce community service work in the form of consultation and training in the heavy equipment field, and can develop partnership with heavy equipment industry based on modern technology and knowledge.

This study program consists of regular programs and partnership class with PT. Trakindo for relevant highschool/ equivalence graduates.

## MANUFACTURE ENGINEERING APPLIED UNDERGRADUATE STUDY PROGRAM, ACCREDITED B

The Manufacturing Engineering Applied Undergraduate Study Program was established in 2013 based on the Decree of the Minister of Education and Culture of the Republic of Indonesia number 166/E/O/2013. This study program is a center for vocational education and human resource development in the field of Manufacturing Technology.

The main competencies developed are mastering product development technology, conventional and modern manufacturing technology, managing manufacturing facilities, and designing and repairing manufacturing facilities that can keep up with the times and being able to have entrepreneurial insights through competency-based learning. The main competency areas developed are:

1. Manufacturing Process Technology and Assembly,
2. Product Development Technology and Reverse Engineering,
3. Optimization of Manufacturing Systems,
4. Manufacturing Automation and Robotic



The core courses taught include manual and CNC machining production techniques, CAD / CAM, machine design, Mold and Dies, Jigs and Features, Product Development, Product Quality Assurance, Production and Inventory Planning and Control (PPIC), Industrial Automation, and courses according to the specialization path.

This study program is able to develop professional human resources in the field of Manufacturing Technology, play an active role in improving competency-based expertise and skills, produce skilled personnel in the field of quality manufacturing process technology, have an entrepreneurial spirit, are independent, cultured, environmentally sound and master and able to compete at the national and international levels, increase the ability to do real work in the field of manufacturing process technology that is beneficial to the people and nation of Indonesia.

The study program is able to produce vocational workforce in the field of manufacturing process technology, has the ability to develop manufacturing process technology through provision of integrated knowledge and practice.

This study program consists of regular program and international partnership class for relevant highschool/ equivalence graduates.

- Regular Manufacture Engineering class.
- International partnership class with double degree program with *Management Science University (MSU)*.



## POWER PLANT ENGINEERING APPLIED UNDERGRADUATE STUDY PROGRAM, ACCREDITED A

The Power Plant Engineering Applied Undergraduate Study Program was established in 2013 based on the Decree of the Minister of Education and Culture of the Republic of Indonesia number 166/E/O/ 2013. It is a leading study program with international standard in the field of Electrical Power Plant.

The core courses taught include Hydropower, Power Plant Efficiency, and other relevant courses.

This study program is able to play an active role in increasing expertise and skills based on science and technology for power plant, can produce skilled workers who have a certain quality, entrepreneurial, culturally independent and environmentally friendly and able to compete at national and international levels, able to increase the ability to create real works in the field of science and power plant technology that are beneficial to the people and nation of Indonesia.



Graduates are able to work as operation experts, maintenance and inspection experts in the field of Power Plants that use renewable energy sources such as Hydro and Geothermal Energy, and non-renewable energy such as: Petroleum, Coal and Gas, and are able to improve the performance and efficiency of power plants. In addition, they can also work independently to open a business/service in the maintenance of Power Plants field. This study program consists of regular program for relevant highschool/ equivalence graduates.





# ELECTRICAL ENGINEERING DEPARTMENT



The Department of Electrical Engineering prepares students to become competent professional intermediate experts who can fill supervisory or executive positions in the field of electrical engineering. Currently, the Department of Electrical Engineering has seven study programs, namely D-3 Industrial Electronics Program, D3 Electrical Engineering Program, D-3 Telecommunication Program, Applied Undergraduate Program in Industrial Instrumentation and Control, Applied Undergraduate Program in Industrial Electrical Automation Engineering, Broadband Multimedia Applied Undergraduate Program, and the Applied Master's Program in Electrical Engineering. This Master's Program then joins the Postgraduate Program, as a separate program from the Department.

## **INDUSTRIAL ELECTRONICS ENGINEERING DIPLOMA STUDY PROGRAM, ACCREDITED B**

The Industrial Electronics Engineering Study Program is a vocational education for Diploma 3 level, established in 1982. The objective of this study program is to prepare professional and competent human resources capable of designing and maintaining electronic or computer-based systems. The program has two areas of specialization, namely Industrial Instrumentation and mechatronics.

With the competence of graduates, it is possible for them to contribute to industries, especially those related to instrumentation and control processes or better known as industrial automation such as the manufacturing, automotive, electronics and petroleum industries or entrepreneurship in their fields. In mid-2013, the study program partnered with the National Instrument Lab View Academy, Singapore in international training and certification as an effort to welcome the era of the free market and provide provisions for competent graduates to be certified internationally.

## **ELECTRICAL ENGINEERING DIPLOMA STUDY PROGRAM, ACCREDITED B**

The program is a vocational Diploma program, established in 1982 to prepare professional and competent human resources in the field of electricity who have the capability in designing, installing, operating, maintaining and inspecting types of works, such as electrical installations for lighting, Controlling and Measuring



Equipments, Lighting Rod system Installations, Low and Medium Voltage Network Installations, lighting Electric motor control installations, Industrial Electricity Automation and power plant (solar source, micro water source, diesel motor source).

The study program is a regular program taking relevant graduates from general and vocational high schools. Its graduates could take some positions, such as supervisor and operator in many different industries and electricity companies.

### **TELECOMMUNICATION ENGINEERING DIPLOMA STUDY PROGRAM, ACCREDITED B**

The program is a vocational Diploma program, established in 1986 to prepare professional and competent human resources in the field of telecommunication. It's graduates have capabilities in measuring and testing

transmitter, receiver, router, transmission line (bronze and optical cable) and system performance (BER & SNR) in telecommunication system; producing types of antenna, micro stripe, embedded system, and assembling telecommunication chains, such as PABX, Handy Talky, sender and receiver; maintaining and repairing telecommunication equipments, such as BTS, TV and radio; developing web-based software application and microcontroller-based web and application on telecommunication system.

Telecommunication Engineering Study Program is a regular program taking relevant graduates from general and vocational high schools majoring in electronic engineering. Its graduates are eligible to take some positions, such as supervisor and operator, and being entrepreneurs in many different industries and telecommunication service companies.



## INDUSTRIAL INSTRUMENTATION AND CONTROL APPLIED UNDERGRADUATE STUDY PROGRAM

The program was established in 2013 in conformity with Decree No. 456/E/0/2013 of Directorate General of Higher Education on 27 September 2013 for regular and further study. The program accepts graduates of general, vocational and Islamic highschool graduates for the four-year program, consisting of eight semesters. While further study program is carried out for graduates of Diploma 3 program in the same major, and is broken down into three semesters.

Graduates stand at level 6 (expert technician) in the Indonesian Qualification Framework (KKNI). It describes capability of graduate in utilizing knowledge and technology in industrial instrumentation and control, and adapting to any situation in problem solutions, mastering theoretical concepts of industrial automation in general and theoretical concepts in industrial instrumentation and control in depth, formulating procedure of problem solution, strategically making decision based on data and information analysis and giving indication in selecting alternatives, being responsible for his own work and organization work achievement.



## INDUSTRIAL ELECTRICAL AUTOMATION ENGINEERING APPLIED UNDERGRADUATE STUDY PROGRAM

The program was established in 2013 in conformity with Decree No. 456/E/0/2013 of Directorate General of Higher Education on 27 September 2013 for applied undergraduate program. Its goal is to prepare professional and competent human resource in the field of industrial electrical otomation, able to design, install, operate, maintain and inspect and analyse types of work, such as electricity system instalation, instruments, network system and industrial data communication, PLC, DCS and SCADA control and monitoring system and storey building (Building Automation System).

The study program takes graduates of general, vocational and Islamic highschools majoring in electronic engineering for regular program; while further study program takes graduates of diploma majoring in electronic engineering. Graduates can take the following job positions, such as supervisor, operator, manager in various electricity automation industries and companies, and work independently as automation system designer.



## MULTIMEDIA BROADBAND APPLIED UNDERGRADUATE STUDY PROGRAM

The program was established in 2013 in conformity with Decree No. 456/E/0/2013 of Directorate General of Higher Education on 27 September 2013 for applied undergraduate program. Its goal is to prepare professional and competent human resource in the field of multimedia broadband, emphasizing on broadband communication with multimedia content, able to apply and make use of knowledge by mastering theoretical concepts of knowledge in general and specifically in multimedia broadband, formulate procedural problem solution in multimedia broadband, making decision accurately based on data and information analysis, give indications in selecting alternative solutions independently or in team, responsible for his own work and achievement of organization work which are required in

the positions of planning, becoming designer, operator in multimedia broadband telecommunication, and telecommunication operator giving services both in government offices and national and international/foreign companies.

The study program takes graduates of general, vocational and Islamic highschools with relevant majors; while further study program takes graduates of Diploma 3 with relevant majors.



# ACCOUNTING DEPARTMENT

This department is established to develop professional and competent middle management human resources in the field of accountancy, finance and banking both conventional and sharia. Accounting department trains and graduate hands-on graduates who are ready to fill the position of operator and supervisor in various industries. The department has six study programs, namely: Accounting (Diploma), Finance and Banking (Diploma), Sharia Finance and Banking (Bachelor), Applied Financial Accounting (Bachelor), Applied Finance and Banking (Bachelor), and Applied Financial Management (Bachelor).

## FINANCE AND BANKING DIPLOMA STUDY PROGRAM, ACCREDITED A

Finance and Banking Study Program is a vocational diploma program, established in 1986, conducting and developing a qualified theoretical and practical learning and teaching process in the field of finance and banking, having capability to analyse costs and portofolio risks, having capability to plan, control and supervise in financial institutions, having capability to market banking and financial products, and services applying financial information technology.

Graduates of the program have competences in entrepreneurship, in identifying business opportunities and developing business plan.

## ACCOUNTING DIPLOMA STUDY PROGRAM, ACCREDITED A

Accounting Study Program is a vocational diploma program, established in 1986, conducting and developing a qualified theoretical and practical learning and teaching process in the field of accountancy relevant to the current demand and information technology development. It is also conducting applied researches and community services in the field of accountancy and developing qualified accountancy study program which conforms to the changing development.

The program applies competence-based curriculum conforming to the KKNI (Indonesia National Framework) determining that the Diploma III Accounting graduates reach level 5 with determined learning outcomes.







## MARKETING MANAGEMENT DIPLOMA 3 STUDY PROGRAM (FOR CITIZENS OF SPECIAL NEEDS/SLOW LEARNERS)

The Marketing Management Study Program for Citizens with Special Needs is abbreviated as MP-WNBK with the Directorate General of Higher Education Decree No.: 96/F/0/2013, April 17, 2013 is a forum for graduates of special education at highschool/equivalent level and inclusive vocational high school. With main courses, including non-digital and digital marketing management, graphic design, communication, English, and supported by production courses that produce goods and services (based on student potential), study program graduates are prepared to become marketers and entrepreneurs. The learning system with 40% theory and 60% practice makes this study program superior (accredited B) and is the first and only campus-based inclusive education in Indonesia.



## APPLIED UNDERGRADUATE SHARIA FINANCE AND BANKING STUDY PROGRAM, ACCREDITED B

The Sharia Finance and Banking Study Program is a vocational education for the applied undergraduate level which was established in 2009 following the DIKTI decree No. 1934/D/T/2009 dated 28 October 2009. The aim of this program is to prepare professional and competent human resources in the fields of Islamic finance and banking who are well versed in the sciences of economics, finance and Islamic banking such as verses and hadiths of economics, Fiqh muamalah economics, Islamic economic thought, Islamic micro/macroeconomics, management of sharia financing and products and services of Islamic banks. Graduates are also provisioned by internalization of the values contained therein so as to produce a person who has strong Islamic integrity (Islamic Personal Integrity), mastery of insight and up to date science regarding Islamic banking and its management, as well as mastery of managerial skills and decision-making tools in the management of Islamic financial institutions, especially Islamic banking.

This program also prepares human resources who have good personal and interpersonal skills and have an entrepreneurial spirit. Graduates of the Islamic Finance and Banking Study Program can work in the Islamic banking industry and other Islamic financial institutions (Islamic insurance, sharia pawnshops, Islamic capital markets, Islamic mutual funds, etc.) as financing analysts, product development, and marketing.

Another prospective profession is as a consultant in the Islamic finance sector and as a sharia entrepreneur.

The curriculum of the Undergraduate Program in Applied Finance and Islamic Banking is compiled by referring to the Vision and Mission of the Study Program, which is compiled jointly with stakeholders including the Islamic banking industry. Starting from a curriculum workshop involving the Islamic banking industry, educational institutions with experience in managing banking education such as the Indonesian Banking Development Institute and the Muamalat Institute (MI), STEI Tazkia, and Islamic banks namely Mega Syariah Bank, the existing competencies in the industry are compiled.

With reference to the Decree of the Minister of Republic of Indonesia number 045 in 2002, curriculum structure was compiled and divided into five groups of subjects, they are: Personality Development subjects, Skills subjects, Conduct Working subjects, Community Life Behaviour subjects, and Work Expertise subjects. The curriculum structure is equipped with modules in the form of textbooks. In its implementation, it begins with a course unit and Outline of the Learning Program design and an evaluation mechanism which is carried out at the end of each semester.

The curriculum is also designed based on the relevance to the objectives of the study program, and includes the depth of material coverage, and the organization that encourages the creation of hard skills and personality and soft skills needed by the industry.

## FINANCIAL ACCOUNTING APPLIED UNDERGRADUATE STUDY PROGRAM

Financial Accounting Applied Undergraduate Study Program was established in 2013. The graduates will have competencies to understand the concept of financial accounting comprehensively, have practical skills in the field of financial accounting which include completing the accounting cycle correctly in accordance with applicable financial accounting standards, implement information technology systems in managing financial and business transactions, prepare and evaluate budgets properly, precisely and correctly, calculate the cost of goods and services accurately and correctly, create and design accounting information systems and accounting program applications, complete accounting and tax administration work properly, precisely and correctly, analyze and audit accounting transactions and financial reports, be able to develop entrepreneurial talent

based on good ethics and personality in productive activities and in interacting with the community / environment.

Graduates of the Bachelor of Applied Accounting have the opportunity to fill manager-level positions in accounting, finance and tax, both in the manufacturing, trade, financial industry, service industry, government agencies, the public sector. Graduates of the PNJ Applied Accounting Program can also develop their profession into the Accountant Professional path.

In general, the professions or jobs that graduate degrees in applied accounting can engage in include auditors, tax consultants, financial managers, lecturers, public accountants, tax departments, accounting staff, educating accountants, government accountants, corporate secretary, accounting managers, accounting information systems analysts, and entrepreneurs in various fields of business.







## FINANCE AND BANKING APPLIED UNDERGRADUATE STUDY PROGRAM

This program is a vocational education that uses a competency-based curriculum which refers to the Indonesia's national qualifications framework. The job position of The Finance and Banking Applied Undergraduate Study Program occupies level 6. The graduates can fill the following positions: Marketing Manager, Account Officer, Funding Officer, Operations Manager, Assistant Operations Manager, Credit Administration Supervisor, Funds and Services Supervisor, Dealers & Brokers, Treasurers, Deputy Branch Managers, Branch Managers.

## FINANCIAL MANAGEMENT APPLIED UNDERGRADUATE PROGRAM

The Applied Undergraduate Study Program in Financial Management was established in 2014, with the aim of preparing competent graduates in the field of financial management, possessing an understanding of the basic knowledge, concepts and real practice of financial management. The core courses offered include Accounting, English, Investment Management, Financial Statement Analysis, Capital Markets. Students are also provided with adequate basic knowledge and practice on on-the-job training. Prospects for job positions that can be filled by graduates are at the management level, including as financial managers and investment managers.



# **BUSINESS ADMINISTRATION DEPARTMENT**

The Business Administration Department was established in 1986 with the aim of preparing students to become professional and competent intermediate experts who are able to fill supervisory or executive positions in the fields of Business Administration, Public Relations, Professional Congress, Organizer, Professional Exhibiton Organizer, and Event Organizer in general. To date, the Business Administration Department has three study programs

In 2005/2006 academic year, the Bachelor of Applied Science or Diploma 4 MICE Program was established based on the Higher Education Decree No. 178/D/T/2005 dated 25 May 2005.

The Business Administration Department obtained permission to administer the MICE (Meeting, Incentive, Convention, Exhibition) Applied Undergraduate Study Program in collaboration with INCCA (Indonesia Congress and Convention Association). In 2012/2013 academic year, PNJ opened the Business Administration Applied Undergraduate Study Program, which is supported by AIABI (Indonesian Association of Business Administration Sciences) and several national companies such as: Bank Mandiri, Bank Muamalat, PT Bayer Indonesia, PT Tirta Investama (AQUA), PT Indopelita Aircraft Services, and others.

## BUSINESS ADMINISTRATION STUDY PROGRAM, ACCREDITED B

The Business Administration Study Program is a vocational education for Diploma 3 level, established in 1986. It prepares professional associate experts in the field of administration in general, and company administration in particular that are oriented towards the needs of the business world and industry.

The curriculum used is based on the competencies needed by the business world and industry. In addition, students excel in the use of information technology and mastery of English. Based on the Decree of BAN PT No. 013/BAN-PT/Ak-X/Dipl-III/VIII/2010 The Business Administration Study Program received an A accreditation value from the National Accreditation Board for Higher Education (BAN-PT), until 20 August 2015. Graduates are expected





to be able to handle clerical office work effectively and efficiently, can manage office infrastructure, process data accurately, communicate effectively both orally and in writing in Indonesian and English, manage information to support office work, manage organizations at an operational tactical level, and have an entrepreneurial spirit.

The competencies of graduates are having the ability to manage secretarial activities and office administration, having the ability to communicate both orally and in writing using language Indonesian and English, having the ability to use computers and other technology to support their work, having the ability to foster customer relations, having a strong personality, having a positive mental attitude, are honest, responsible, and disciplined, having the ability to be entrepreneurial. Job prospects for the graduates are they can work in the manufacturing industry, trade, government institutions and others in positions such as Office Assistant Manager, Office Supervisor, Secretary, Administration staff or entrepreneurship.

### **MICE (MEETING, INCENTIVE, CONVENTION, EXHIBITION) APPLIED UNDERGRADUATE STUDY PROGRAM, ACCREDITED B**

The purpose of establishing the MICE Applied Undergraduate Study Program is to meet the needs of professional human resources in the fields of Meetings, Incentives, Conventions & Exhibition (MICE) that are absorbed in the labor market, both now and in the future. The advantage of this study program is that it has met curriculum-related regulations as stated in the MICE Indonesia Qualification Framework (IQF) and Presidential Decree No. 8/2012. The MICE curriculum used is a Competency-Based Curriculum which refers to the IQF in the MICE field, according to the needs of the business world and the MICE industry.

Graduates are able to plan and develop event and bid proposals, able to develop an event, able to design, decide and evaluate sponsorship activity plan, able to develop, implement and monitor event



management procedure and system, able to coordinate registration activity for delegations at the event venue, able to provide/render professional services in the event, able to process and monitor registration in the event, able to conduct hospitality and banquets, and able to plan and organize cultural events.

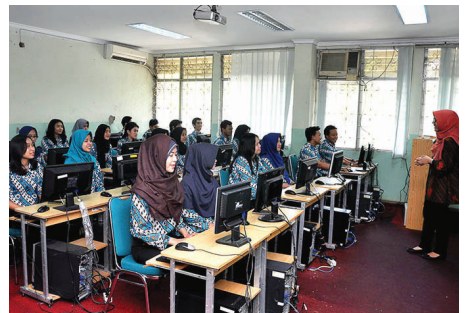
### **BUSINESS ADMINISTRATION APPLIED UNDERGRADUATE STUDY PROGRAM, ACCREDITED B**

The Business Administration Applied Undergraduate Study Program was established in 2012 based on the Decree of the Minister of Education and Culture of the Republic of Indonesia Number 212/E/O/ 2012 as a response to the demand for skilled personnel in the field of Business Administration. In addition, this program is designed to be able to answer the challenges and benefits of every business opportunity both at the national and global levels in the era of globalization and 4.0. The balance between hard skills and soft skills is the goal of organizing the Applied Bachelor of Business Administration program.

Prospects for graduates of the Applied Business Administration Undergraduate Study Program, as business people, are expected to be able to see business problems more holistically, solve problems more creatively, be able to analyze and synthesize concepts for problem solving, so that they have the ability as businessmen and entrepreneurs.

As business and entrepreneurial professionals, graduates of the Business Administration Applied Undergraduate study program are also directed to become business professionals who have skills in leadership and creativity while still using the sophistication of technology in the fields of marketing, finance, accounting, operations, production and human resources.

The professions that alumni of Applied Business Administration can undertake include: Financial Staff, Credit Analyst, Sales Supervisor, Marketing Officer, Human Resources Supervisor, Public Relations Officer, Management Consultant, and various other professions in the business field. The Department of Business Administration also prepares its graduates to be able to become reliable entrepreneurs.







## ENGLISH FOR BUSINESS AND PROFESSIONAL COMMUNICATIONS (BISPRO) APPLIED UNDERGRADUATE STUDY PROGRAM

The Applied Undergraduate Study Program/Diploma 4 English for Business and Professional Communication (BISPRO) is one of the relatively new study programs in Indonesia. The Bispro Study Program was established by the Politeknik Negeri Jakarta (PNJ) in the 2019/2020 Academic Year. The opening of BISPRO is based on the Decree of the Permit to Open the English for Business and Professional Communication Study Program of Ministry of Research, Technology and Higher Education No. 126/KPT/I/2019. The BISPRO Study Program is designed to prepare graduates who have competency in English and Indonesian in the fields of business and other professions. As a part of vocational education, the BISPRO study program emphasizes a curriculum that has a greater practical weight than theory, enabling students to gain hands-on experience and graduates to become work-ready workers.

## EDUCATIONAL SUPPORTING FACILITIES

### Laboratories

- Typing Laboratory
- Business Simulation Laboratory
- Office Model Laboratory
- Language Laboratory
- Mini Convention Laboratory
- Computer Lab

### Others

- Meeting Room
- Student Business Unit
- Department Library and Central Library

The acquisition of qualified language competences supported by the business and work professions is an advantage of BISPRO compared with other Diploma 4/Applied Undergraduate English study programs





belonging to other educational institutions. BISPRO graduates have superior competencies in the fields of translation and interpretation in the fields of business, law, academia and journalism, carrying out secretarial and administrative work activities in national, multinational, and international companies. BISPRO graduates can occupy positions of translator, interpreter, administrative staff and secretaries, export-import staff, copy writers, public relations, editors, reporters, journalists and other positions in industries that require workforce services with linguistic competence. As one of the study programs at Politeknik Negeri Jakarta which is a vocational education institution, BISPRO graduates will hold an Applied Undergraduate Degree (S.Tr.).

Based on the Regulation of the Minister of Research, Technology and Higher Education of the Republic of Indonesia Number 54 of 2018 concerning the implementation of a diploma program in an open system in universities,

BISPRO can organize a multy entry-multy exit system (MEMES) education program that allows students to leave in the second year, or third, provided with certification and the opportunity to continue at BISPRO until the bachelor's level.

To maintain a link and match between educational institution and industry, BISPRO is managed by experienced lecturers, both academics and practitioners. Lecturers with academic educational backgrounds are permanent lecturers who have taught for an average of more than 20 years. While the practitioner lecturers came from The Association of Indonesian Translators, IACI, and PT. Rimedia Inovasi Maju.

BISPRO provides comfortable classrooms for learning both theoretical and practical courses, equipped with adequate learning facilities such as a computer laboratory complete with translation software, internet network and audio-visual room.



# PRINTING TECHNOLOGY AND PUBLISHING DEPARTMENT

The Department of Printing Technology and Publishing was established in 1990 and aims to prepare human resources to become professional and competent intermediate experts who are able to fill supervisory or executive positions in the fields of printing technology, publishing, and manuscript printing for electronic and print media



## PRINTING TECHNOLOGY DIPLOMA STUDY PROGRAM

The Printing Technology Study Program is designed as a D-3 vocational education, preparing graduates who have the competence, knowledge, expertise and skills in print technology which include pre-print, print production, and post-print. The designed curriculum is integrated with the development of modern technology in the printing technology industry based on production and entrepreneurship competencies. Graduates also have entrepreneurial skills in the creative industry. The Printing Technology study program is supported by equipped production practice facilities ranging

from conventional machines to digital printing machines, graphic materials science laboratories, printing simulators, one-color, two-color and four-color offset printing machines, and print finishing machines.

With the support of teaching staff from academics and practitioners who are experienced in their fields, the Printing Technology Study Program produces graduates who are fitting with the needs of the printing technology industry. Graduates of this study program have the competence to master the fields of pre-print, print production, post-print, marketing and entrepreneurial business in the field of graphics. Career Prospects for graduates are they can work in various sectors such as printing companies,

newspaper publishers, magazine publishers, book publishers, public relations, advertising agencies, and independent entrepreneurs. They can also have careers as Pre-Print Supervisors, Print Production Supervisors, Post-print Supervisors, and entrepreneurs in printing field.

The Printing Technology Study Program takes one of its roles as one of the polytechnic pillars to make development stages in line with the polytechnic development stages, namely the 2025-2029 development end stage with the objective of becoming a World-class Printing Technology Study Program.

### ■ COMPETENCIES OF PRINTING TECHNOLOGY STUDY PROGRAM

The competencies of the Graphic Engineering Study Program are adjusted to the IQF Level 5 work position, they are:

- Able to identify, formulate, and analyze problems in the application process of the print process using the latest printing technology.
- Able to design and develop application solutions of print technology with resource optimization methods to produce an efficient production system using databases. Able to communicate and market each activity or print product technically either individually or in groups.
- Able to plan and supervise print production activities with reference to the achievement of specified print standards.
- Able to plan and supervise the use of printing facilities and human resources to produce an efficient and effective print production system.

### ■ LEARNING OUTCOMES

#### Attitude:

- Be devoted to God Almighty and able to show a religious attitude.
- Uphold human values in carrying out duties based on religion, morals and ethics.
- Contribute to the improvement of the quality of life in society, nation, state, and advancement of civilization based on Pancasila.
- Act as citizens who are proud and love the country, have nationalism and a sense of responsibility to the state and nation;
- Respect the diversity of cultures, views, religions and beliefs, as well as the original opinions or findings of others;
- Have social sensitivity and concern for society and the environment;
- Cooperate and have quality of obeying the law and discipline in social and state life;
- Internalizing academic values, norms and ethics
- Demonstrate an attitude of responsibility for work in their field of expertise independently;
- Internalizing the spirit of independence, fighting spirit, and entrepreneurship.
- Shows adaptive attitude and is able to work together in solving problems in software engineering.





### General Skills

- Able to complete wide-ranging work and analyze data with a variety of appropriate methods, both those that are not yet and are already standardized.
- Able to show quality and measurable performance.
- Able to solve work problems with the nature and context that is in accordance with the field of applied expertise based on logical thinking, innovative, and independently responsible for the results.
- Able to compile reports on results and work processes accurately and validly as well as communicate them effectively to other parties in need.
- Able to work together, communicate, and be innovative in their work.
- Able to be responsible for the achievement of group work and to supervise and evaluate the completion of work assigned to workers who are under their responsibility.

- Able to carry out the self-evaluation process of the work groups under their responsibility, and to manage the development of work competencies independently.
- Able to document, store, secure, and recover data to ensure validity and prevent plagiarism.
- Able to adapt the latest technology in software development.
- Able to communicate using English orally and in writing for software development needs.

### Specific Skills:

- Apply knowledge of printing technology based on the principles of the latest printing techniques to produce printed products of international standard.
- Identify, formulate, and analyze problems in the process of applying print technology by using literature studies to produce effective solutions.
- Develop print technology application solutions with resource optimization methods

- to produce an efficient production system.
- Search and select data on the application of print technology using relevant databases to produce valid conclusions.
- Select and apply printing technology based on valid data and resources to produce the right system.
- Demonstrate the influence of print technology comprehensively on society, health, law and culture to produce print technology that can be accounted for.
- Demonstrate the impact of the application of print technology by taking into account its impact on the environment and society to produce an environmentally friendly printing technology application.
- Comply with the principles of professional ethics in the print industry to produce responsible printing technology applications in accordance with applicable norms.
- Communicate each activity to technically related parties, either individually or in groups to produce clear and targeted communication.
- Demonstrate knowledge and ability to manage activities in the print industry with multi disciplines to produce well-organized production activities.

**Mastery of Knowledge:**

- Mastering the concept and theory of discrete mathematical

- for solving print technology problems.
- Mastering the concept, theory of applied physics for problem solving and printing machine working principles.
- Mastering the theory, methods, and working principles of applied chemistry for solving print technology problems.
- Mastering the theory and practice of print product completion (post-press).
- Mastering technical economic concepts and theories to identify and analyze the economic impact of the print industry.
- Mastering statistical theory and methods for solving data validity problems.
- Mastering the theory and practice of English and Indonesian formally, both spoken and written.
- Mastering the theory and practice of computer applications in the print production process.
- Mastering the basic theory of graphic design for aligning digital data to produce final art work.
- Mastering the principles of manual and digital technology in pre-press activities.
- Mastering the theory and practice of printed raw material knowledge.
- Mastering the principles of printing technology to the latest technology.
- Mastering the concepts and theories of law and ethical application in the print industry.

- Mastering the concepts and theories of human resource management in the print industry.
- Mastering the concepts and theories of occupational health and safety in the print industry.
- Mastering the theory and practice of managing production systems in the print industry.
- Mastering the theory and practice of communicating in print production process activities.
- Mastering the concepts and knowledge theory of printing process colors.
- Mastering the concepts and theories of digital printing techniques.
- Mastering the concepts and theories of printed packaging technology
- Mastering the concepts and theory of the product design process.



**PUBLISHING/JOURNALISM DIPLOMA STUDY PROGRAM, ACCREDITED B**

The Publishing Study Program is designed as a D-3 vocational education, preparing graduates to have the knowledge, expertise, and skills to prepare various forms of journalistic work according to industry needs. This study program provides competence in the field of coverage, writing, and editing of news and opinion manuscripts using magazines, newspapers, radio, television, films, and the internet.

The Publishing Study Program is supported by complete facilities in the form of a publishing laboratory,

a photography laboratory, and a Macintosh computers laboratory, thus encouraging growth of creative power and innovations in writing, editing manuscripts, and producing a variety of quality products and visual content (video). Supported by academically experienced and practitioner teaching staff, the Publishing Study Program produces graduates in line with industry needs. Graduates have competencies as journalists, content writers, ad copywriter, both in writing and editing manuscripts for the publishing, advertising, and television and radio broadcasting industries. Graduates are also expected to be able to plan and manage production-based and entrepreneurial publishing businesses. The Publishing Study Program produces journalists at the middle position (Ahli Madya) level for various media: television, radio, internet, and film.



in their fields, especially in the field of graphic design for packaging. This expertise in the field of graphic design for packaging is an advantage that distinguishes graduates of the Graphic Design Applied Undergraduate Study Program from other similar education.

However, the expertise of the graduates that graduates is not limited because they can also design other graphic design products such as logos, promotional and branding products, publishing products and media, both printed and digital.



Graduates are also equipped with design management, project management and entrepreneurship skills so that they are able to manage their own business. The Graphic Design Applied Undergraduate Study Program is equipped with adequate facilities such as a computer laboratory complete with digital imaging tools, a photography laboratory, a media laboratory, an internet network, a gallery, and provided consumables. Being in the same department as the Package Printing Industry Technology Study Program and Printing Technology, students of the Graphic Design Study Program have access to directly view the print production process so they can better understand the production process.

## GRAPHIC DESIGN APPLIED UNDERGRADUATE STUDY PROGRAM

The Graphic Design Applied Undergraduate Study Program is designed to prepare graduates who have the competence to produce graphic design solutions. The curriculum of the Graphic Design Applied Undergraduate Study Program is vocational-based and has a greater practical weight than theory, so that students are accustomed to do work processes and have practical expertise

Graduates of the Graphic Design Applied Undergraduate Study Program can occupy positions as media graphic designers, packaging graphic designers, promotional media graphic designers, art directors and illustrators at advertising agencies, creative boutiques, mass media, publishing, and other industries that require graphic design services.



### **PACKAGE PRINTING INDUSTRY TECHNOLOGY APPLIED UNDERGRADUATE STUDY PROGRAM, ACCREDITED B**

Package Printing Industry Technology (TICK) Study Program is a vocational education at the applied undergraduate level. This study program was established in 2015 based on the Decree of the Minister of Research, Technology and Higher Education of the Republic of Indonesia Number 171/KPT/1/2015 in response to the demand for skilled personnel in the field of packaging.

The study program aims to prepare graduates who have theoretical and practical knowledge in the field of technology-based packaging and adaptive in the development of print and packaging technology.

The profiles of the study program graduates are: research and development supervisor, sales executive printing and packaging,

printing and packaging production supervisor, packaging development, PPIC supervisor, dan QA & QC supervisor. Graduates of the TICK study program have the opportunity to work in the converter industry as a packaging manufacturer, in the supplier industry as a packaging material provider, and in the brand owner industry as packaging users. Graduates of the study program have the ability to plan, analyze, make decisions, and have knowledge of packaging production systems to control quality and production.

In addition, graduates are able to plan, develop, and make packaging designs based on market research (consumers), and are able to design packaging production processes that can be applied to the manufacturing process. For this reason, graduates are equipped with knowledge of packaging materials, packaging production processes, food packaging technology, packaging development and design, as well as additional manufacturing processes to increase the value of printed outputs





into final products in the form of finished or semi-finished packaging as well as industrial management systems to support the production process in packaging industry. The waiting time for TICK graduates to get their job is less than 3 months as much as 81%.

The Package Printing Industry Technology Study Program is supported by adequate workshop and laboratory facilities to support student practical activities.

TICK Study Program also partners with industry such as Godrej Indonesia, Paragon (producer of Wardah), PT. Samudra Montaz and the Packaging Development Federation association in supporting teaching and learning process activities (internships, practical lecturers, public lectures, industrial

practice, and industrial visits). With the support of teaching staff from academics and practitioners who are experienced in their fields, the Package Printing Industry Technology Study Program will produce graduates according to the needs of the packaging industry.

## ■ EDUCATIONAL SUPPORTING FACILITIES

### ● LABORATORIES

- Offset printing Lab
- Prepress Laboratory
- Postpress Laboratory
- Screen Printing Laboratory
- Computer Lab
- Material Testing Laboratory
- Photography Laboratory
- Publishing Laboratory
- Design Studio
- Laboratory



# INFORMATICS AND COMPUTER ENGINEERING DEPARTMENT



The Department of Informatics and Computer Engineering (ICE) was established on June 2, 2014, which aims to prepare graduates of the department who are experienced and able to solve problems in the field of information and computer technology by analyzing, designing and building computer-based systems. Currently the department has three applied undergraduate study programs, Informatics Engineering, Multimedia and Network Engineering, and Digital Multimedia Engineering as well as one Diploma 1 study program namely Computer and Network Engineering. In addition, there are several partnership programs with Indonesian and foreign institutions. The domestic partnership program class is organized by the ICE Department in collaboration with CCIT of the Faculty of Engineering (CCIT-FT), University of Indonesia, meanwhile the partnerships with foreign institutions are between the ICE Department and Asia e-University Malaysia namely AeU Informatics Engineering, and AeU

Digital Multimedia Engineering. The ICE Department also partners with Management Science University (MSU) Malaysia.

**INFORMATICS ENGINEERING APPLIED UNDERGRADUATE STUDY PROGRAM, ACCREDITED B**

The Informatics Engineering applied undergraduate study program was established in 2010 following the decree of Directorate General of Higher Education No. 217/D/O/2010 dated 17 Desember 2010. This program has regular classes and partnership classes with other educational institutions, such as CCIT-FT UI, *Management Science University (MSU)-Malaysia* and *Jakarta Global University (JGU)*. The duration of this study program is four years; three years (six semesters) in this study program and one year at MSU Malaysia. The duration of study in partnership program with CCIT-FT UI is four years (eight block semesters).

The learning process is conducted in both campuses. The duration of partnership program with JGU is four years, divided into eight block semesters. In addition to collaborating with educational institutions on a national and international scale, we also work with leading technology industries, namely Oracle Academy, CISCO Academy and Huawei ICT Academy. So that the learning material is adjusted to the needs of the industry at this time.

The study program aims to prepare graduates who are experienced and the graduates' profiles are *software developer, system analyst* and *data architect*. According to the tracer study, 79% of graduates get job before their graduation until 3 months after graduation. Bona fide companies where graduates work are Kompas, Kumparan, PT. Telkom, PT. Indosat, Tbk, Kemdikbud, Linksys, PT. Astragraphia Tbk, MNC TV, Ruangguru, ICON+, Fujitsu, IBM-JTI, Anabatic Teknologi and BukaLapak. This indicates that the IT study program graduates are very reliable in the world of information technology industry.



## MULTIMEDIA AND NETWORK ENGINEERING APPLIED UNDERGRADUATE STUDY PROGRAM, ACCREDITED, B

The study program was mandated by Directorate General of Higher Education. The study program has one regular class and partnership class with CCIT Sec. The duration of study is four years, divided into 8 semesters. The aim of the study program is to prepare experienced graduates who are able to analyse, design, and build multimedia-based system based on their expertise in network security technology.

Multimedia and Network Engineering Applied Undergraduate Study Program is a vocational program for high school graduates from science stream and network engineering/software engineering vocational high school graduates. This program focuses on multimedia and network engineering that aims to educate students to have the ability to install and manage LAN networks, either as individual network support technicians or as part of a team as well as to have a strong basic knowledge of information technology from core units with the potential for the inclusion of a wider range of industry-specific units in the virtualization, sustainability and project management fields to meet specific needs.

Designing, installing and managing WAN networks are the characteristics of ICT specialists who are capable of working individually or as part of a team. As well as installing various networks, including internetworking, security and ICT integration, developing computer and network-based embedded systems by utilizing system



development methodologies to produce systems that match defined needs. They can also plan, design, manage and monitor an enterprise information and communication technology network as an individual ICT specialist or as part of a team responsible for a sophisticated ICT network security system. This qualification has a high-level ICT technical base with a suitable security unit and the ability to specialize in a number of areas, including voice, wireless, network infrastructure, and sustainability.

**DIGITAL MULTIMEDIA ENGINEERING APPLIED UNDERGRADUATE STUDY PROGRAM, ACCREDITED B**

Digital Multimedia Engineering Applied Undergraduate Study Program was mandated by Directorate General of Higher Education. The study program has regular class, partnership class with AeU (Asia e-University) Malaysia, and partnership class with MSU (*Management and Science University*) Malaysia. The duration of study of regular class is four years (8 semesters). The duration of study of partnership classes with AeU

and MSU are four years; three years (6 semesters) at PNJ's ICE Department and one year at AeU or MSU Malaysia.

The Digital Multimedia Engineering Study Program aims to prepare graduates who are experienced and able to analyze, design, and build multimedia-based systems based on expertise in the fields of multimedia technology, digital animation, and digital media content programming, including programming and game design. Currently, graduates have worked in various companies engaged in Digital Media such as Trans7, MetroTV, MMC Animation, Agathe Studio Game, Les' Copaque (Studio of Upin Ipin animation), TouchTen (Game Studio), PT. Ultima Wangsa Studio and Depok Animation Center.

**COMPUTER AND NETWORK ENGINEERING DIPLOMA 1 STUDY PROGRAM, ACCREDITED B**

Computer and Network Engineering Diploma 1 Study Program was given mandate by Directorate General of Higher Education. The duration of the program is one year,





consisting of two semesters. The study program aims to prepare graduates who are experienced and skilled to occupy several positions such as Network Operating Center, IT Support, IT Helpdesk and Network Technician, with the following competencies:

#### ■ Network Operating Center

- Perform network monitoring
- Check CPU and network performance

#### ■ IT Support

- Installation, maintenance and provision of daily support for both hardware & software and equipment including printers, scanners, external hard-drives.
- Provide data/information required for writing department regular reports.

#### ■ IT Helpdesk

- Receive, prioritize and complete requests for IT assistance.

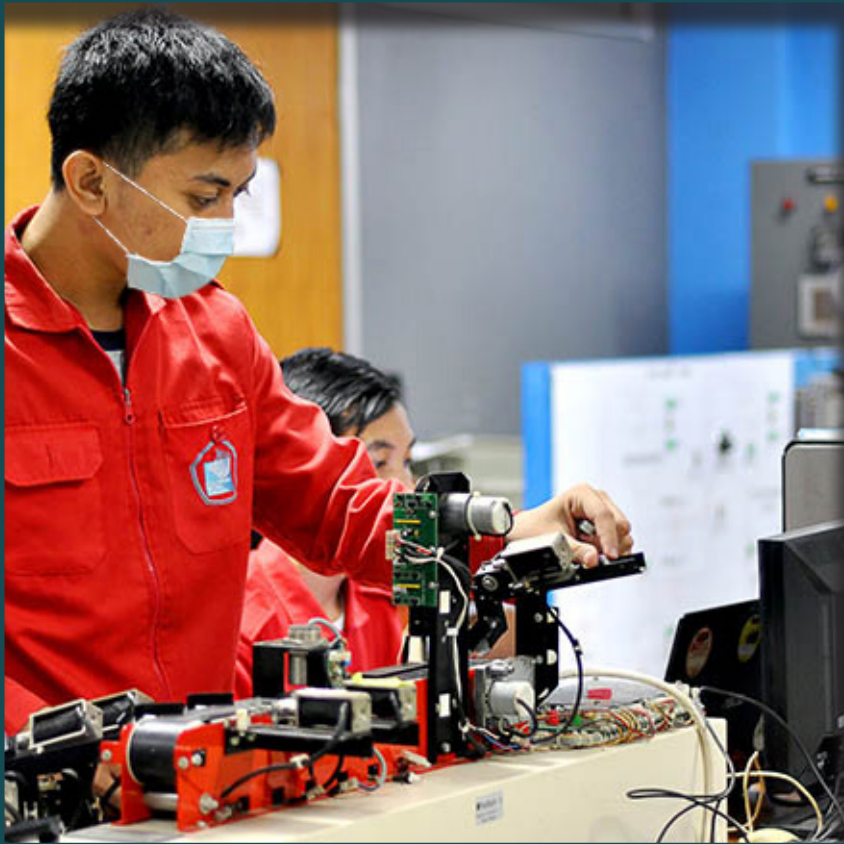
### EDUCATIONAL SUPPORTING

#### ■ Laboratorium

- Database Programming Laboratory
- Mobile Programming Laboratory
- Computer Network Laboratory (LAN, MAN, WAN, Wireless)
- Embedded Laboratory
- Multimedia Studio
- Computer Programming Laboratory

#### ■ Certifications

- Cisco Networking Academy
- Oracle Academy
- Huawei ICT Academy
- AWS Educate



# POSTGRADUATE PROGRAM

Postgraduate Program of Politeknik Negeri Jakarta conducts lectures based on the Decree of The Director of Politeknik Negeri Jakarta Number 8874/PL3/KP/2016 with the aim of being able to carry out the national goal of educating the nation's life by providing opportunities and facilitating the public's desire to continue education to the applied master's level in the field of engineering and technology as well as in other applied sciences.

## VISION

Excel in applied science, technology and culture as well as producing applied scientific work and quality innovative products to increase the nation's competitiveness.

## MISSIONS

- Administer vocational education based on science and technology with character and devotion to God Almighty.
- Develop a quality, innovative and adaptive learning system through the implementation of a sustainable quality assurance system and innovative information systems and learning technology, as well as strengthening the capacity of teaching staff and education personnel.
- Develop a professional, efficient, transparent, and accountable corporate culture and management through the application of modern ICT-based management practices.

## AIMS

- Increase the number of student inputs and the quality of the competitiveness of graduates
- Improve the quality of learning
- Improve the quality of research, scientific publications and leading innovation work
- Improve the quality of community empowerment programs and technology transfer.
- Improve the quality of partnership by developing synergies.
- A-B-C-G (Academic, Business, Community, Government)
- Establish an efficient, effective, and accountable, ICT-based PNJ postgraduate management.

Currently, Postgraduate Program Politeknik Negeri Jakarta manages two study programs, namely Electrical Engineering Applied Master's Program and Manufacturing Technology Engineering Applied Master's Program (Masters in Applied Manufacturing Engineering).



**MANUFACTURING TECHNOLOGY  
ENGINEERING APPLIED MASTER'S PROGRAM  
(IN THE FIRST ACCREDITATION PROCESS)**

The Manufacturing Technology Engineering Applied Master's Program was established based on the Ministry of Research, Technology, and Higher Education Decree Pr No. 1302/KPT/I/2018 and the Decree of the Director of the Politeknik Negeri Jakarta Number 559/PL3/HK.03/2019. The aim is to develop Product Design and Mechanical Design, Advanced Manufacturing Technology Engineering, Energy Conventional Equipment Manufacturing Engineering, Manufacturing Material Engineering, and Environmentally oriented Manufacturing Systems to support Indonesia's development and increase the nation's competitiveness.

The benefit of this study program is that graduates are able to design and develop innovative products, be able to analyze appropriate manufacturing

technology and manufacturing system based on environmentally friendly 4.0 industry. The Manufacturing Technology Engineering Applied Master's Program offers three specializations of study, namely Engineering Technology and Manufacturing Systems, Manufacturing Materials Engineering, Energy Conversion Equipment Manufacturing Engineering. In 2020, the study programs accepted the 2<sup>nd</sup> cohort consisted of graduates from applied bachelor degree programs such as Mechanical Engineering, Manufacturing Engineering and scientific fields in accordance with the specialization program offered. The study program partners with Badak LNG, GMF AeroAsia, Trakindo, Solusi Bangun Indonesia.

The study program was established in 2019 following the Decree of Ministry of Research, Technology and Higher Education of 2018. This study program is a center for vocational master education and human resource development in the field of green manufacturing technology.

The main competencies developed are mastering green product development technology, precision machining, DFMA, environmental impact analysis and other courses that keep up with current development and are able to have entrepreneurial insights through competency-based learning.

The core courses taught include green product development, precision machining, environmental impact analysis, advanced CAD / CAM, advanced machine design, and industrial automation.

This study program is able to prepare and develop professional human resources in the field of green manufacturing technology, play an active role in improving competency-based expertise and skills, produce skilled personnel in the field of quality manufacturing process technology, have an entrepreneurial spirit, are independent, cultured, environmentally sound and master as well as being able to compete at the national and international levels, increase the ability to do real work in the field of manufacturing process technology that is beneficial to the people and nation of Indonesia.

The study program is able to prepare vocational workforce in the field of green manufacturing process technology and have the ability to develop manufacturing process technology through provision of integrated knowledge and practice. This study program consists of Regular Program for undergraduate and applied undergraduate graduates from relevant programs.

## **ELECTRICAL ENGINEERING APPLIED MASTER'S STUDY PROGRAM, ACCREDITED B**

The Electrical Engineering Applied Master's Study Program was established following the Ministry of Research, Technology, and Higher Education Decree Pr No. 352/KPT/I/2016 and the Decree of the Director of the Politeknik Negeri Jakarta No. 8893/PL3/SK/2016, with the aim of educating students to be able to develop electrical engineering to produce innovative works that can sustain learning and support Indonesia's development in order to increase the nation's competitiveness. The Applied Master Program in Electrical Engineering offers three specializations, namely Electrical Power Engineering, Industrial Control Engineering, Broadband Communication Engineering.

This study program first admitted students in the 2017/2018 academic year. Prospective students who are accepted to study in the Applied Master Program in Electrical Engineering are graduates of the D4 / Applied Undergraduate Program in Electrical Engineering, Electronic Engineering, broadband and scientific fields that are in accordance with the specialization program offered. In 2020, the Applied Master of Electrical Engineering Study Program has graduated 2 cohorts.

All graduates have been accepted to work in government agencies, in State-Owned Enterprises and in industry. The Applied Master of Electrical Engineering Study Program collaborates with AKLI, APEI, the Building Engineers Association, PT Denso Indonesia, PT PLN Persero, PT Deli.



This program produces graduates who have competencies in the fields of:

**Electrical Power Engineering**

Able to develop and implement the application of electric power technology, power electronics, motor control, operation and control of electric power systems using SCADA, and able to provide interdisciplinary solutions across engineering.

**Industrial Control Engineering**

Able to develop and implement various fields of industrial control knowledge including mathematical modeling, mechanical and electronic design, control engineering, sensors and actuators, artificial intelligence to build IT-based intelligent control systems and their applications in industry and human life.

**Broadband Communication Engineering**

Able to develop and implement broadband communication technology, design and implement telecommunication technology including wireless, cellular and LTE, fiber optic technology as well as mastery of high-level design in secure broadband communication network applications.

In addition, graduates of the Applied Master of Electrical Engineering are able to build, develop, analyze, solve, design applied hardware products and middleware in the form of prototypes that have innovative value. As well as prototypes including ideas, design, engineering, and trials and prepare graduates for leading edge positions in the electrical industry.





# ACADEMIC SENATE

# ACADEMIC SENATE



The Academic Senate of Politeknik Negeri Jakarta, as described in The Statute of Politeknik Negeri Jakarta, is the highest normative institute in the academic matters that is responsible to the academic community. The role of The Academic Senate of Politeknik Negeri Jakarta is to make and provide considerations for the implementation of academic policies.

In carrying out the role, the Academic Senate has the duty and authority to make policies, norms and academic codes of ethics, to implement academic provisions, to implement quality assurance, to implement academic freedom, academic forum and scientific autonomy, academic rules, assessment of lecturer performance,

implement of the learning process, research and community service and supervise the application of norms and code of ethics.

In addition, the role is to provide considerations and suggestions for improving the process of Tri Dharma Perguruan Tinggi (Three College Principles), opening and closing study programs, granting or revoking academic degrees and awards, recommending Head Lectors and Professors, and recommending imposition of sanctions for violation of norms, ethics and academic regulations to the Director. For this reason, the Senate prepares a report on the results of supervision and submits it to the Director for follow-up.

According to the Statute of Politeknik Negeri Jakarta, the members of the Academic Senate consist of 3 (three) representative Lecturers from each Department, Director, Vice Directors, Head of Departments and Head of Research and Community Service Unit. Senate members from the lecturer's representative are elected from and by the lecturers in each department, with a term of office of 4 years and can be re-appointed for 1 term of office.

The composition of the Senate membership consists of a Chair who is concurrently a Member, a Secretary who is concurrently a Member and Members. The Head of Senate and Secretary are held by Senate Members who are representatives of Lecturers. The Head of Senate, Secretary and Members of the Academic Senate are appointed by the Director.

Requirements to become a Senate member are as follows: have a certificate as an educator, the lowest academic position as a Lector, have served at least 5 years at Politeknik Negeri Jakarta, is not undergoing study duty or a study leave for more than 6 months leaving the duty of Three College Principles.



Currently, there are 34 members of Politeknik Negeri Jakarta Academic Senate for the 2019-2023 period, consisting of 13 ex-officio (Directors, 4 Vice Directors, 7 Heads of Departments and Chair of Head of Research and Community Service Unit) and 21 Lecturer's Representative from 7 Departments (Department of Civil Engineering, Engineering Mechanical, Electrical Engineering, Accounting, Business Administration, Printing Technology and Publishing Department as well as Information and Computer Engineering) at Politeknik Negeri Jakarta. The detail is listed in the following table:

NO	NAME	EMPLOYEE ID NUMBER (NIP)	RANK/ CLASSIFICATION	DESCRIPTION
1	Dr. Ir. Drs. Afrizal Nursin, Bsc, M.T.	195804101987031003	Pembina Utama Muda, IV/c	Head of the Senate, Member of Commission II from representatives of Lecturers of the Department of Civil Engineering
2	Dr. Nining Latianingsih, S.H., M.H.	196209301992032001	Pembina Tingkat I, IV/b	Senate Secretary, Member of Commission IV from Lecturer Representatives of the Department of Business Administration

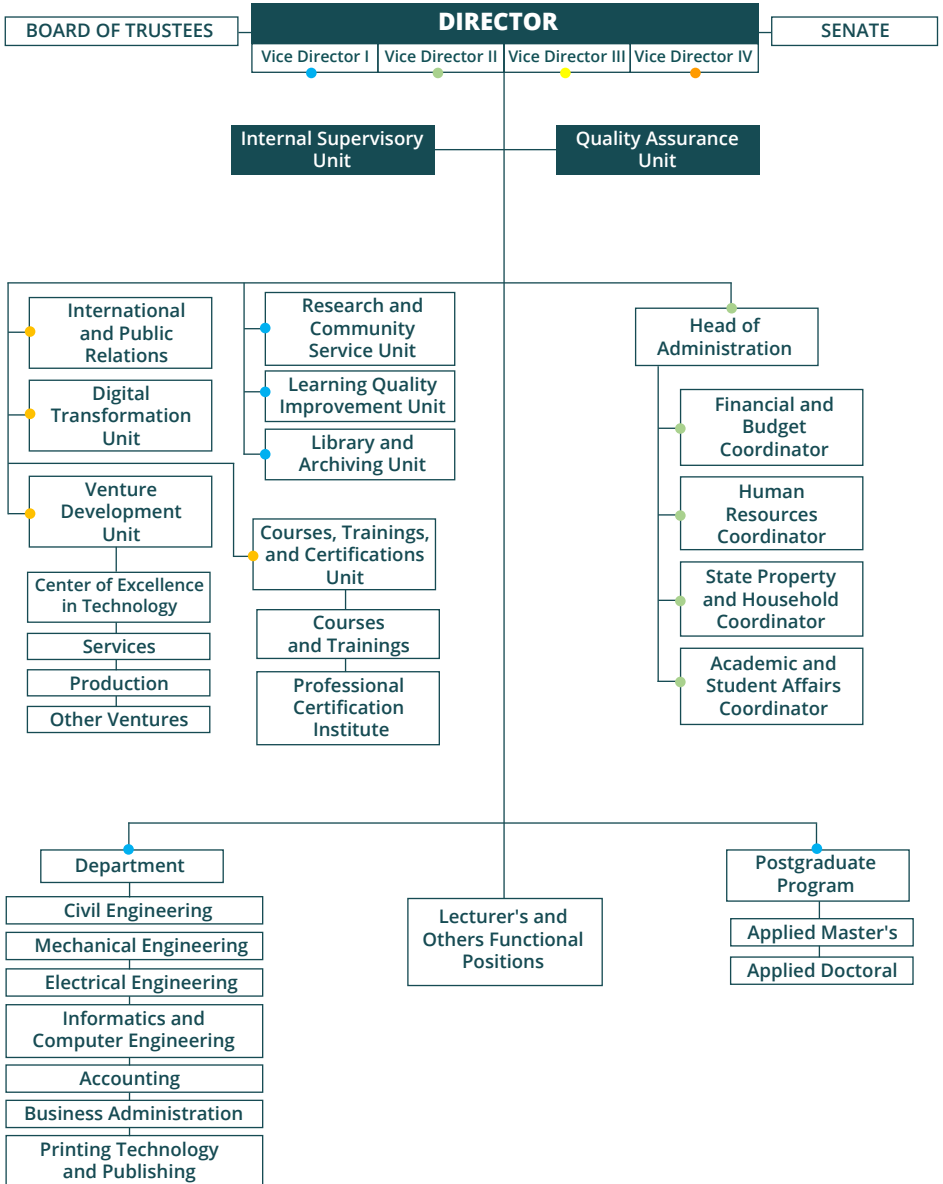
NO	NAME	EMPLOYEE ID NUMBER (NIP)	RANK/ CLASSIFICATION	DESCRIPTION
3	Dr.sc., H. Zainal Nur Arifin, Dipl.Ing., HTL, M.T.	196308091992011001	Pembina Tingkat I, IV/b	Director, Member of Commission I
4	Nunung Martina, S.T., M.Si.	196703081990032001	Penata, III/c	Vice Director I, Member of Commission I
5	Sujarwo, S.E., M.Si.	196304181990031003	Pembina, IV/a	Vice Director II, Member of Commission II
6	Iwa Sudradjat, S.T., M.T.	196106071986011002	Pembina Tingkat I, IV/b	Vice Director III, Member of Commission III
7	Iwan Supriyadi, BSCE, M.T.	196401041996031001	Penata, III/c	Vice Director IV, Member of Commission IV
8	Dr. Dyah Nurwidyaningrum, S.T., M.M., M.Ars.	197407061999032001	Pembina, IV/a	Head of Civil Engineering Department, Member of Commission III
9	Dr.Eng., Muslimin, S.T., M.T.	197707142998121005	Penata Tingkat I, III/d	Head of Mechanical Engineering Department, Member of Commission IV
10	Ir. Sri Danaryani, S.T., M.T.	196305031991032001	Penata Tingkat I, III/d	Head of Electrical Engineering Department, Member of Commission I
11	Titik Purwinarti, S.Sos., M.Pd.	196209121988032003	Pembina, IV/a	Head of Business Administration Department, Member of Commission IV
12	Dra. R. Elly Mirati, M.M.	196112211989102001	Pembina, IV/a	Head of Accounting Department, Member of Commission IV
13	Dra. Wiwi Prastiwanti, M.M.	196407191997022001	Penata Tingkat I, III/d	Head of Printing Technology and Publishing Department, Secretary of Commission II
14	Mauldy Laya, S.Kom., M.Kom.	197802112009121003	Penata, III/c	Head of Informatics and Computer Engineering Department, Member of Commission II



NO	NAME	EMPLOYEE ID NUMBER (NIP)	RANK/ CLASSIFICATION	DESCRIPTION
15	Dr. Dewi Yanti Liliana, S.Kom., M.Kom.	198111162005012004	Penata, III/c	Head of Research and Community Service Unit, Member of Commission IV
16	Dr.Eng. Ir. Fauzri Fahimuddin, M.Sc. Eng.	195902061989031002	Penata Tingkat I, III/d	Head of Commission IV of Civil Engineering Department lecturer's representative
17	Eva Azhra Latifa, S.T., M.T.	196205071986032003	Penata Tingkat I, III/d	Member of Commission I of Civil Engineering Department lecturer's representative
18	Dra. Indriyani Rebet, M.Si.	195612091985032002	Pembina Tingkat I, IV/b	Secretary of Commission III of Mechanical Engineering Department lecturer's representative
19	Dr. Belyamin, M.Sc. Eng., B.Eng. (Hons)	196301161993031001	Penata Tingkat I, III/d	Member of Commission II of Mechanical Engineering Department lecturer's representative
20	Drs. Tri Widjatmaka, S.E., M.E.	195812231987031001	Pembina Utama Muda, IV/c	Member of Commission I of Mechanical Engineering Department lecturer's representative
21	Dra. B.S. Rahayu Purwanti, M.Si.	196104161990032002	Pembina, IV/a	Head of Commission II of Electrical Engineering Department lecturer's representative
22	Zulhelman, S.T., M.T.	196403021989031002	Pembina, IV/a	Member of Commission IV of Electrical Engineering Department lecturer's representative
23	Anicetus Damar Aji, S.T., M.Kom.	195908121984031005	Pembina, IV/a	Member of Commission IV of Electrical Engineering Department lecturer's representative
24	Dr. Syamsu Rizal, S.E., M.M.	196510101991031007	Pembina Tingkat I, IV/b	Member of Commission II of Business Administration Department lecturer's representative
25	Riskon Ginting, S.E., M.Si.	196310161990031009	Pembina Tingkat I, IV/b	Member of Commission I of Business Administration Department lecturer's representative

NO	NAME	EMPLOYEE ID NUMBER (NIP)	RANK/ CLASSIFICATION	DESCRIPTION
26	Efriyanto, S.E., M.M.	196501051991031005	Pembina Tingkat I, IV/b	Head of Commission I of Accounting Department lecturer's representative
27	Darna, S.E., M.Si.	196002101990031001	Pembina Tingkat I, IV/b	Member of Commission IV of Accounting Department lecturer's representative
28	Dr. Dra. Endang Purwaningrum, M.M.	196304181989032001	Penata Tingkat I, III/d	Member of Commission II of Accounting Department lecturer's representative
29	Drs. Azhmy Fawzi My, M.I.Kom.	196606181999031002	Penata, III/c	Secretary of Commission I of Printing Technology and Publishing Department lecturer's representative
30	Ade Haryani, S.E., M.M.	196601121998022001	Penata Tingkat I, III/d	Member of Commission III of Printing Technology and Publishing Department lecturer's representative
31	MRR Tiyas Maheni Dwi Kartika, S.H., M.H.	197608241999032002	Pembina, IV/a	Member of Commission IV of Printing Technology and Publishing Department lecturer's representative
32	Drs. Agus Setiawan, M.Kom.	195808171986121001	Pembina, IV/a	Head of Commission III of Informatics and Computer Engineering Department lecturer's representative
33	Nur Fauzi Soelaiman, S.T., M.Kom.	195809201984031001	Penata Tingkat I, III/d	Member of Commission I of Informatics and Computer Engineering Department lecturer's representative
34	Indri Neforawati, S.T., M.T.	196311131989032001	Penata Tingkat I, III/d	Secretary of Commission IV of Informatics and Computer Engineering Department lecturer's representative

# ORGANIZATIONAL STRUCTURE AND WORK PROCEDURES



# SCHOLARSHIP AND PARTNERSHIP

## SCHOLARSHIP SOURCES

1. PT. Toyota ASTRA
2. SUPERSEMAR
3. PPA (Dikti)
4. Beasiswa Bidikmisi (Dikti)
5. PT. Komatsu
6. Pegadaian
7. PT. Badak NGL
8. Sumitomo Corporation

## PNJ PARTNERSHIP WITH INSTITUTIONS

### EDUCATIONAL PARTNERSHIP

- PT. Badak NGL (Gas Processing)
- PT. Trakindo Utama
- PT. Solusi Bangun Indonesia (Cement Industry Engineering)
- PT. Garuda Maintenance Facility AeroAsia (Aircraft Engine Maintenance)
- PT. Formosa Teknologi Sentral
- PT. PLN Persero
- Jakarta Global University
- CCIT FT Universitas Indonesia
- Politeknik Swadharma
- Management & Science University, Malaysia
- Asia e University, Malaysia
- PT. Denso (Manufacturing Electronics)
- Politeknik Ungku Oemar, Malaysia
- Wuxi Institute of Technology, China

- Yangzhou Polytechnic Institute, China
- Changzhou Institute of Mechatronic Technology, China
- Huaian Vocational College of Information Technology, China
- Waikato Institute of Technology, New Zealand
- SMK Negeri 7 Kota Bekasi

### INDUSTRIAL PARTNERSHIP

- PT. Pertamina (Persero)
- PT. Jasa Marga
- PT. Waskita Karya (Persero) Tbk
- Pemprov. DKI
- PT. Bank Mandiri (Persero) Tbk
- PT. Bursa Efek Indonesia
- PT. Gaido Group
- LSP Alat Berat Indonesia
- PT. Maxima Business Solution
- Trimble Solutions SEA Pte. Ltd
- PT. Citra Berkas Digjaya Indonesia
- PT. Das Aviation Training Centre
- PT. Yokogawa
- PT. Aldik Sejahtera Bersama
- PT. Mata Milenial Indonesia
- PT. Dynamo Media Network (Kumparan)
- PT. Cybertrend Intrabuana
- Timtabl Private Limited
- PT. Kresna Advanced Technology
- PT. Bhandas Ghara Reksa (Persero)
- PT. Damai Elektri Indonesia
- PT. CNC Disain Nusantara

# FREQUENTLY ASKED QUESTIONS



## WHAT IS PNJ'S EDUCATIONAL FOCUS ?

In the era of globalization and increasing industrial demand, PNJ as a higher education institution focuses on developing and implementing a competency-based education model. This has been continuously developed and we encourage students to have potential competencies. Based on the aspirations of students and the demands of the industry with rapid and dynamic changes, PNJ decided to provide the knowledge and develop skills in a balanced way. This is reflected in the curriculum used with a ratio of 40% theory and 60% practice. Furthermore, due to the shift in the economic paradigm, students are also given courses in entrepreneurship which enable them to be more creative and innovative.

## WHAT IS POLITEKNIK NEGERI JAKARTA (PNJ) ?

Politeknik Negeri Jakarta is a vocational higher education offering Diploma 3 (D3) and Applied Undergraduate degrees in engineering and business. PNJ is one of the state polytechnics and located Depok, having graduated more than 35,934 alumni since it was founded in 1982. Most of the graduates work either as entrepreneurs or work in national and multinational companies. Many D3 graduates work as senior technicians who are able to solve technical problems in their fields while graduates of Applied Undergraduate programs are able to fulfill professional positions in companies.





## WHAT'S THE CLASS LIKE ?

With a ratio of 40% theory and practice of 60%, it can be seen that the number of students studying in class, doing practice in a laboratory or workshop is limited to only 24 to 25 maximum. This provides students with a balanced foundation in their field which enables graduates to apply knowledge and skills to solve problems in the workplace.



## IS THE CAMPUS IDEAL FOR STUDYING ?

PNJ has a campus that is tranquil, spacious, green, refreshing, and has lots of trees around it so it is a friendly place and a pleasant environment to study. The location is easily accessible from Jakarta and easily accessible by transportation modes such as buses, trains, and several other modes. Buses are provided to transport on campus.



## WHAT PROGRAM DOES PNJ OFFER ?

The programs offered include, among other things, all courses in each Department and Postgraduate Program as well as programs in collaboration with other educational and industrial institutions. For details, please visit [www.pnj.ac.id](http://www.pnj.ac.id).

## WHAT PROSPECT DO GRADUATES HAVE ?

According to a recent tracer study, PNJ graduates get their first job an average of three months after graduating. Most of the graduates are accommodated in industry and service companies, and some become entrepreneurs.

# SUPPORTING FACILITIES





POLITEKNIK NEGERI JAKARTA  
EDUCATION • INNOVATION • TECHNOLOGY

**Campus Address:**

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Telp. +6221 7270036 ext.217 (Public Relations)  
Fax. +6221 7270042

**[www.pnj.ac.id](http://www.pnj.ac.id)**