



Project Portfolio

Staffinc <> Uniqlo



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Project Management Officer





Company Overview

Client : Uniqlo Indonesia (PT Fast Retailing Indonesia)

Parent Company : Fast Retailing Co. (Japan)

Industry : Retail fashion

Scope in Indonesia :

- 50+ stores nationwide (e.g., Jakarta, Bali, Surabaya)
- Seasonal hiring spikes (e.g., Ramadan, year-end sales)
- Roles managed: Retail Associate, Team Leader

UNI
QLO



Project Summary

Scope of Work 😊

- **Recruitment:** Managed 198 employees
- **Payroll:** IDR 891,000,000/month
- **Compliance:** 100% BPJS data tracked
- **Training:** Staff onboarded via internal SOP toolkit (Staffinc Work)

Key Achievements 😊

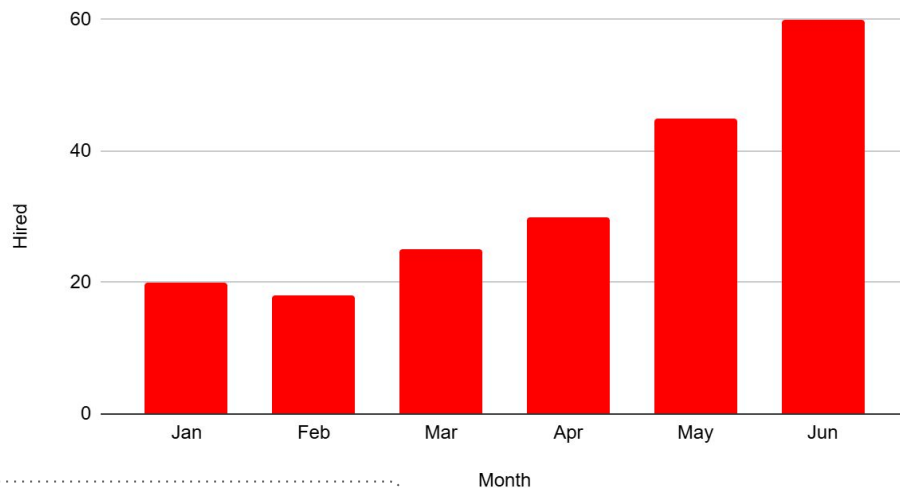
- **Peak hiring:** 198 hires, met holiday season demand
- **Payroll accuracy** 99.9%
- **Retention rate** 85%



Visual Data Section

Monthly Recruitment (Jan - June 2025)

Hiring Metrics 2025



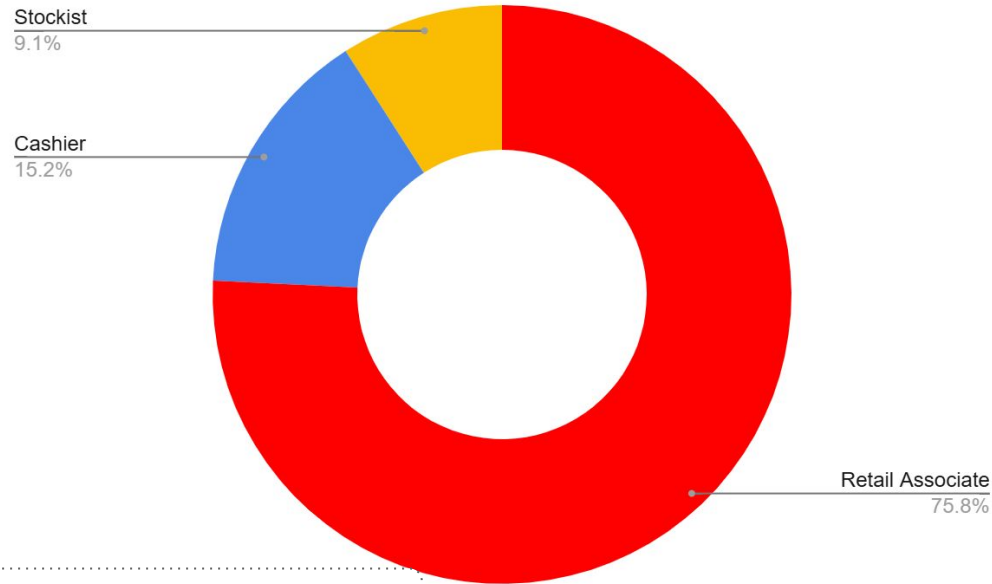
Insight

- The hiring trend shows a significant spike in May and June, aligning with Ramadan and mid-year sales. This indicates proactive planning to support increased customer traffic during peak retail periods. Such seasonally adjusted hiring helps maintain service quality and prevents understaffing.



Visual Data Section

Workforce Composition



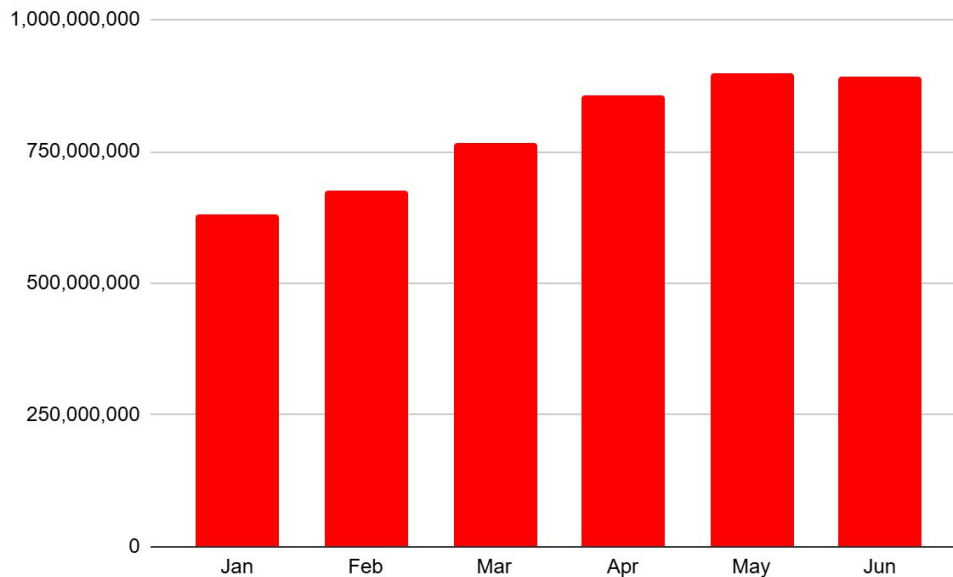
Insight

- The workforce is dominated by Retail Associates (76%), followed by Cashiers (15%) and Stockists (9%). This structure reflects Uniqlo's focus on frontline customer service and efficient in-store operations. Maintaining this balance is crucial to support both service and inventory efficiency.

Visual Data Section



Payroll Disbursement (Jan - June 2025)



Insight

- Payroll disbursement gradually increases from January to May, peaking in line with seasonal hiring before stabilizing in June. This trend confirms effective alignment of budgeting with workforce expansion. It also shows cost control measures after the peak season.