

# George Yesayas

## Senior Legal Analyst & Compliance Specialist

Corporate legal operations, regulatory compliance, contract lifecycle management, external counsel coordination, and legal-tech workflow optimization.

**11+**

Years professional experience

**100+**

Licenses and permits managed

**45+**

Legal documents per month

**200+**

Case files administered



Available for corporate legal roles, compliance support, and freelance digital work

# Hybrid legal operator with systems fluency.

A professional profile built around legal structure, risk control, and execution speed.

## Legal Operations

Contract lifecycle, dispute files, corporate archive, formal notices, and board-level reporting support.

## Regulatory Compliance

OSS, NIB, statutory obligations, permit renewal, notarial coordination, and government liaison.

## Commercial Risk Control

Structured legal risk assessment, preventive policy recommendation, and compliance documentation.

## Legal-Tech Integration

AI-assisted drafting, document summarization, SAP S/4HANA exposure, and workflow optimization.



### POSITIONING

**Senior Legal Analyst / Legal Supervisor /  
Corporate Secretary Support**

# Quantified impact across legal, compliance, and operations.

The core value is practical execution: keeping legal work traceable, compliant, and faster to move through the business.

100+

Corporate licenses, operational permits, and NIBs managed through OSS across group entities.

45+

Complex commercial agreements, cooperation contracts, vendor policies, and legal documents handled monthly.

50+

Commercial dispute and asset-security matters supported through case documentation and external coordination.

30%

Workflow efficiency improvement from practical use of AI-assisted policy analysis and drafting workflows.

**Strategic theme: stronger governance, cleaner documentation, and faster decision support.**

Every metric is positioned as evidence of readiness for senior legal, compliance, and corporate secretary support roles.

# Core expertise organized around business control.

A practical legal function needs governance, review discipline, stakeholder coordination, and systems that make work visible.

## Corporate Governance

Board resolutions, POA management, multi-entity administration, statutory records, and notarial liaison.

## Licensing & Compliance

OSS, NIB, LKPM, OJK alignment, permit renewal, statutory obligations, and operating procedure control.

## Contract & Risk Review

Commercial contracts, vendor policies, formal notices, document verification, and preventive legal risk assessment.

## Legal-Tech Workflow

AI prompts, document summaries, drafting support, SAP exposure, structured trackers, and digital archiving.

LEGAL + SYSTEMS + EXECUTION

# PT Intraco Penta Wahana - Head Office Legal & Policy Analysis Support.

Jan 2019 - Apr 2026 | Corporate group compliance, legal operations, policy analysis, and risk documentation.

## Scope of Work

- Corporate licensing and regulatory applications via OSS/NIB.
- Commercial agreements, cooperation contracts, and policy documentation.
- External counsel and notary coordination for corporate matters.
- Structured recommendations to reduce legal and operational risk.

## Operational Impact

- Maintained 100% compliance alignment with statutory obligations.
- Improved cross-functional workflow efficiency through AI-enabled tools.
- Accelerated policy analysis and legal risk assessment processes.
- Managed complex case documentation and dispute support files.

## Role Fit

**Senior Legal Analyst**  
**Legal Supervisor**  
**Compliance Specialist**  
**Corporate Secretary Support**

Best suited for organizations that require disciplined legal operations, reliable compliance monitoring, and practical reporting capability.

# Legal support reinforced by an earlier IT operating background.

Earlier career exposure in finance, legal support, web development, and IT systems now strengthens modern legal-tech delivery.

## 2015 - 2019 | LEGAL & REGULATORY SUPPORT

**PT Artha Prima Finance | PT Radana Bhaskara Finance | PT Internusa Tribuana Finance**

- Notary, land registry, and external legal advisor coordination.
- Collateral documentation, statutory changes, and legal agreements.
- 200+ recovery and asset-protection case files administered.
- Risk reports and litigation tracking for senior management.

## 2009 - 2015 | IT & DIGITAL OPERATIONS

**Web Developer and IT Support Specialist**

- Corporate web infrastructure and database architecture support.
- LAN/WAN operations and technical troubleshooting.
- Data management habits applied to legal archive and reporting systems.
- Technical fluency for automation, dashboards, and document workflows.

# Legal credentials with enterprise systems and computer science capability.

A combined foundation in law, advocacy preparation, enterprise software, and technical infrastructure.

## LAW

### Bachelor of Law Candidate

Universitas Terbuka - final semester, expected graduation Sep 2026.

## ADVOCACY

### PKPA & UPA

Advocate Professional Education completed and Advocate Professional Exam passed in 2024.

## PARALEGAL

### Certified Paralegal

PERADI Dirgantara, granted June 2026.

## TECHNOLOGY

### Bachelor of Computer Science

Universitas Pakuan Bogor - strong IT foundation for legal-tech work.

## ENTERPRISE

### SAP S/4HANA Training

FI and SD Modules - certified training in 2024.

## LANGUAGES

### Indonesian & English

Native Indonesian and professional working English for legal and business correspondence.

LET'S CONNECT

# Available for corporate legal roles, compliance support, and freelance digital work.

Use this presentation CV as a concise profile for role discussion,  
project engagement, or professional introduction.

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