

PT Trakindo Utama

Training Center Department
Jl. Raya Narogong Km 19 Cileungsi
Bogor 16820, West Java - Indonesia
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Seat Confirmation Letter

No : 037 / SC / L&TD / V / 2017
To : **Participants of Service Tools Operation Training & Basic Warehouse Training**
From : Learning and Development Manager
Date : May 9, 2017
Re : Service Tools Operation Training & Basic Warehouse Training

Dear all,

Aligned with corporate initiatives, Learning & Talent Development Head Office will conduct **Service Tools Operation Training & Basic Warehouse Training**. Participants on the following schedule:

Class of : **Service Tools Operation Training**
Date : 15 - 16 May 2017
Class of : **Basic Warehouse Training**
Date : 17 - 18 May 2017
Time : 08:00 -17:00 WIB
Venue : Training Center Cileungsi
Jl. Raya Narogong Km. 19
Cileungsi – Bogor
Tel: (021) 8233361

NO	NAME	SN	DIVISION	BRANCH/COMPANY
1	NURUL YAKIN	4762	HUMAN CAPITAL	Cileungsi
2	NOVIYAN MEIDIYA	25120	NORTHERN KAL	HO Northern
3	JEFFRY RANGGA WINATA	25743	PROD SUPPORT	CRC Balikpapan
4	YANICK DODY ANDRIAS	13225	BATU HIJAU	Batu Hijau

Training Center has provided a dormitory for the students, including meals and laundry, which will attend the training. Student has to check in at the dormitory before the training start and check out after the training finished.

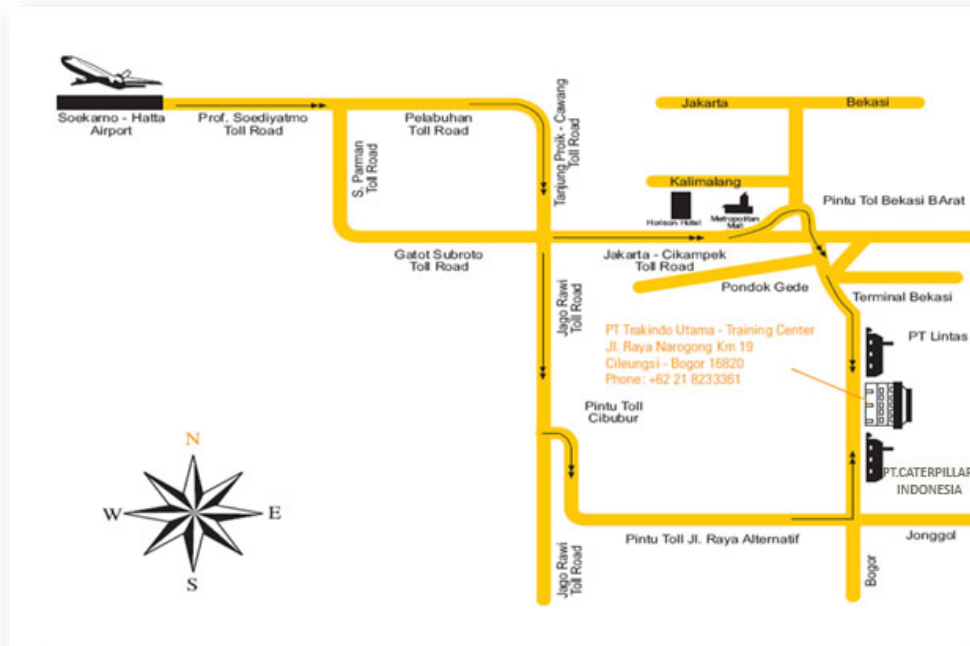
- Check in : 14 May 2017
- Check out : 19 May 2017

Emergency contact to:

1. Andi Ahmad DJ Sahupala HP 0811 9599 785 ; email : andi.sahupala@trakindo.co.id
2. Avanty Widias Mahar HP 0812 8308 2741 ; email : learning.support@trakindo.co.id@trakindo.co.id

PT Trakindo Utama

Road Map to Training Center Cileungsi :



Should you need further information, please do not hesitate to contact us.

Yours sincerely,

Ira Dhamayanti Kamal

Learning & Talent Development Manager