

**PT Trakindo Utama**

Training Center Department  
 Jl. Raya Narogong Km 19 Cileungsi  
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**Seat Confirmation Letter**

No : 086 / EM / L&TD / IX / 2017  
 To : **Participants Training of SOS Interpretation**  
 From : Learning and Development Manager  
 Date : September 14, 2017  
 Re : SOS Interpretation

Dear all,

Aligned with corporate initiatives, Learning & Talent Development - Head Office will conduct **SOS Interpretation**.  
 Participants on the following schedule:

Class of : SOS Interpretation  
 Date : 25 – 28 September 2017  
 Time : 08:00 -17:00 WIB  
 Venue : PT Trakindo Utama  
 TMT 1 Building, Ground Floor (Tiara 5)  
 Jalan Cilandak KKO No.1, Jakarta 12560  
 Tel. +62 21 7822 373, 2997 6620

No	SN SAP	Name	Division	Branch
1	25035	REZA FATCHAN YUDHA R	PROD SUPPORT	SOS Balikpapan
2	24222	PATMA HENDRAWAN	PROD SUPPORT	SOS Balikpapan
3	34233	ALIF NAUFAHRISYA HAMDY	PROD SUPPORT	Batu Hijau
4	33981	DENNY NOBRIANTO SAPUTRA	PROD SUPPORT	Kuala Kencana
5	20289	MARDINO ISMAIL	PROD SUPPORT	Head Office
6	8086	MISBAKHUL UMAM	CUST SUPPORT	Head Office
7	13351	DEDE FEBRIAN	CUST SUPPORT	Head Office
8	12409	PALLAWALIPU	CUST SUPPORT	Head Office
9	10823	RANGGA YOGA PRADANA	CUST SUPPORT	Head Office
10	33472	MOCHAMMAD ISHAK AL BASHORI	HUMAN CAPITAL	Cileungsi
11	28838	RINI PREHATI	CUST SUPPORT	Head Office
12	33628	ASRI PUSPITASARI	PROD SUPPORT	Head Office
13	9003	LEO FANY CRISTIANSYAH	JAVA	Cilacap
14	15204	JARALE RICKNESS RIWANATA HUTAPEA	SOUTHERN SUM	Palembang
15	14142	RURY NOVRIATAMA	NORTHERN SUM	Pekanbaru
16	13684	RAHMANTO	HUMAN CAPITAL	Cileungsi
17	13468	WASKITO BUDI	SUPP CHAIN DG	Head Office

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Head office has provided a hotel for the participant, including meals and laundry, which will attend the training. Participant has to check in at the hotel before the training start and check out after the training finished.

- **Hotel address** : **Swiss-Belinn hotel Simatupang Jakarta**  
**Jalan R. A. Kartini No. 32, Simatupang,**  
**Lebak Bulus, RT.9/RW.7, Lb. Bulus, Cilandak,**  
**Kota Jakarta Selatan, Daerah Khusus Ibukota Jakarta 12440**  
**Telepon:(021) 27650100**
- **Check in** : **24 September 2017**
- **Check out** : **29 September 2017**

**Note. All participants must bring their own laptop.**

Emergency contact to:

1. Victor Agni Herlambang HP 0811 9108496 ; email : [victor.herlambang@trakindo.co.id](mailto:victor.herlambang@trakindo.co.id)
2. Avanty Widias Mahar HP 0812 83082741 ; email : [learning.support@trakindo.co.id](mailto:learning.support@trakindo.co.id)

Map from Bandara Soekarno Hatta Cengkareng to Swiss-Belinn Hotel :



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



Ira Dhamayanti Kamal

Learning & Talent Development Manager