

PT Trakindo Utama

Training Center Department
Jl. Raya Narogong Km 19 Cileungsi
Bogor 16820, West Java - Indonesia
Tel. +62-21 823 3361 (Hunting)
Fax. +62-21 823 3360

Seat Confirmation Letter

No : 023 / SLS / L&TD / II / 2018
To : **Participants of DPC Admin Training**
From : Learning and Talent Development Manager
Date : February 27, 2018
Re : **DPC Admin Training**

Dear All,

Aligned with corporate initiatives, Learning & Talent Development - Head Office will conduct **DPC Admin Training** on the following schedule:

Class of : **DPC Admin Training**
Date : 07 – 08 March 2018
Time : 08.00 – 17.00 WIB
Venue : **Training Center Cileungsi**
Jl. Raya Narogong Km. 19, Cileungsi – Bogor
Tel: (021) 8233361

Herewith we inform you the seat confirmation for participants as listed below to attend this program,

NO	NAME	SN	DIVISION	BRANCH
1	SITI NUR HIDAJATI	3181	HUMAN CAPITAL	Cileungsi
2	RINNY NUR PRATIWI	35476	HUMAN CAPITAL	Cileungsi
3	MUHAMMAD SUKIRMAN	8993	PART SUPPCHAIN	Head Office
4	RETNO ANDRIANI	3932	CUST SUPPORT	Head Office
5	TRI NOVA SETIYAWAN	5279	NORTHERN SUM	Pekanbaru
6	MEGA SLINO	5669	JAVA-EAST JAVA	Surabaya
7	FUAD RAHMAN	4118	SOUTHERN KAL	HO Southern
8	LOLITA MAHARANI	27418	NORTHERN KAL	HO Northern
9	IQBAL MUSTAFA HAMZAH	16480	TEMBAGAPURA	Kuala Kencana
10	CHRISTIANTI FRISKA ANGELIANT	25264	TEMBAGAPURA	HO Tembagapura
11	AGUS SETIAWAN	16485	TEMBAGAPURA	CSU Underground
12	LINDA WIDIASTUTI	3246	HUMAN CAPITAL	Cileungsi
13	MUHAMMAD FAKHRIS HUDA	14415	SOUTHERN SUM	Palembang

Following to above confirmation, please find below additional information for your reference:

- Participant from outside **Jakarta** are required to stay at:

Hotel Ciputra Cibubur
Jl. Alternatif Cibubur-Cileungsi KM 4, Cibubur,
Bekasi City, West Java 17435
Telp : (021) 29376828

Check In on **06** and Check Out on **09 March 2018**.



PT Trakindo Utama

For detail information you are pleased to contact:

1. Sumardi HP 08125538433; email : sumardi@trakindo.co.id
2. Nunung / Siti Nur Hidayati HP 08119599787; email : snhidayati@trakindo.co.id

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

Yours sincerely,

A handwritten signature in black ink, appearing to read "Ira Dhamayanti Kamal".

Ira Dhamayanti Kamal

Learning & Talent Development Manager