

PT Trakindo Utama

Training Center Department
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Seat Confirmation Letter

No : 170 / PART-SC / L&TD / IX / 2019
 To : **Participants Training of Parts & Service Advisor Development Program Basic Batch 2**
 From : Learning and Development Manager
 Date : Sep 10th, 2019
 Re : Parts & Service Advisor Development Program Basic Batch 2 Training

Dear all,

Aligned with corporate initiatives, Learning & Talent Development - Head Office will conduct **Parts & Service Advisor Development Program Basic Batch 2 Training**. Participants on the following schedule:

Class of : **Parts & Service Advisor Development Program Basic Batch 2 Training**
 Date : 16 – 20 Sep 2019
 Time : 08:00 -17:00 WIB
 Venue : TMT Building 1 – Tiara 7
 Jl. Raya Cilandak Kko No.1,
 Jakarta Selatan, Daerah Khusus Ibukota Jakarta 12560

NO	SN	NAME	DIVISION	BRANCH
1	2802	IKHWAN	NORTHERN SUM	PEKANBARU
2	15612	MAHMUDA HARIS BATUBARA	NORTHERN SUM	PEKANBARU
3	3145	MUHAMMAD SALEH	JAVA-WEST JAVA	BATAM
4	2817	MUHALIFANSYAH	JAVA-WEST JAVA	BSD
5	13682	MARLIN FRANSISCA	JAVA-WEST JAVA	BSD
6	3901	BAMBANG SURYADARMA	SOUTHERN SUM	PALEMBANG
7	14420	DIMAS PRAYOGA VAN PALANDA	SOUTHERN SUM	PALEMBANG
8	13806	MANTASIAH	EAST INDONESIA	SORONG
9	24360	MUHAMMAD IQBAL RASYID	EAST INDONESIA	MAKASSAR
10	7933	MARSUDI	SOUTHERN KAL	BANJARMASIN
11	6781	DEDY SAPUTRA	SOUTHERN KAL	BATU LICIN
12	7546	SUDIRNO	SOUTHERN KAL	PONTIANAK
13	5127	ABDUL MUIS	NORTHERN KAL	SAMARINDA
14	8247	SUBIYANTO	NORTHERN KAL	SAMARINDA
15	14442	BAGUS AHMAD GOZALI	NORTHERN KAL	BALIKPAPAN
16	7232	PENDI ARIANTO	NORTHERN KAL	BALIKPAPAN
17	3671	DONI ARIANTO	NORTHERN KAL	SANGATTA

Head Office has provided a hotel for the participants from Outside Area, including meals and laundry, which will attend the training. Participants has to check in at the hotel before the training start and check out after the training finished.

- **Hotel Address** : **Hotel Swiss Bellin TB Simatupang**
 Jl. R.A.Kartini No.32, RT.9/RW.7, Lb. Bulus, Kec. Cilandak,
 Kota Jakarta Selatan, Daerah Khusus Ibukota Jakarta 12440
- **Check in** : **15 Sep 2019**
- **Check out** : **21 Sep 2019**

Note.

- **TCAR link will be sent separately from this email for each participant**

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Emergency contact to:

- | | | |
|-----------------------|--------------------|--|
| 1. Bibin Dwijo Sugito | HP 0812 1181 495; | email : bibin.sugito@trakindo.co.id |
| 2. Yuni Aryani | HP 0812 9721 9421; | email : training.support01@trakindo.co.id |

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

Yours sincerely,



Ira Dhamayanti Kamal

Learning & Development Manager