

## JOB ASSIGNMENT

### INFORMASI

### INFORMASI DETAIL PEKERJAAN / JOB DETAIL INFORMATIK

|                                |                |
|--------------------------------|----------------|
| Nomor Telepon/Telephone Number | : 081319294558 |
| Model / Serial Number          | : D8R/DWJ00579 |
| Smu ( Hours )                  | :              |

|                                          |                                 |                                  |                                           |  |
|------------------------------------------|---------------------------------|----------------------------------|-------------------------------------------|--|
| Work Order No.                           | :                               |                                  |                                           |  |
| <input type="checkbox"/> Warranty        | <input type="checkbox"/> Rework | <input type="checkbox"/> Revenue | <input type="checkbox"/> Inter Department |  |
| Nama Serviceman / Serviceman Name        | :                               | A. Ramadhan<br>Landy.            |                                           |  |
| Penyelesaian Pekerjaan/Target Completion | :                               |                                  |                                           |  |
| Kendaraan / Vehicle                      | :                               |                                  |                                           |  |

### DETAIL PEKERJAAN / JOB OUTLINE

- Perform Delivery Unit.

### CATATAN PENTING / NOTES :

1. *Serviceman harus melengkapi dokumen Field Operation Report (FOR) yang telah ditandatangani pelanggan dan Service Report saat kembali ke cabang*  
*Serviceman must complete Field Operation Report (FOR) Acknowledged by Customer and Service Report when return back to branch*
2. *Komunikasi dan melaporkan perkembangan pekerjaan ( Lisan dan Tertulis ) selama melakukan pekerjaan kepada Field Supervisor atau Foreman*  
*Communicate and report progress ( verbal and written ) to Field Supervisor or Foreman during repair job performed*
3. *Serviceman harus mengembalikan seluruh literature dan tool yang digunakan dalam keadaan bersih dan baik.*  
*Serviceman must return all literatures and tools in clean and good condition*

Assigned By,

Acknowledge By,

Name : Dwi S.N.  
Date : 23-05-21  
Field Supervisor / Foreman

Name : \_\_\_\_\_  
Date : \_\_\_\_\_  
Customer

Name : \_\_\_\_\_  
Date : \_\_\_\_\_  
Field Serviceman



## Penugasan JOB D8R PT.KMP



**Arif Landy Pratama**

arif.l.pratama@trakindo.co.id



Kepada **Agus Setyawan** agus.setyawan@trakindo.co.id

Cc **Dwi Saktya Noor** Dwi.S.Noor@trakindo.co.id

Minggu, 23 Mei 09.49

Dear pak Agus.

Untuk hari ini saya mendapatkan penugasan ke field PT.KMP:

- 1.Job assignment : Perform Delivery unit
- 2.Unit : D8R (DWJ00579)
- 3.Mentor : A.Ramadhan (46235)

Demikian informasinya pak.

Terimah kasih

Dapatkan [Outlook untuk Android](#)

Balas ke semua