

## JOB ASSIGNMENT

### INFORMASI PELANGGAN / CUSTOMER INFORMATION

Nama Pelanggan / Customer Name :	PT. HRS
Penanggung Jawab/Contact Person :	Mr. Syaiful
Alamat / Address :	Rantau.
Nomor Telepon/Telephone Number :	
Model / Serial Number :	14M3 / R9S00261.
Smu ( Hours ) :	

### INFORMASI DETAIL PEKERJAAN / JOB DETAIL INFORMATION

Work Order No. :	8600348277.		
<input type="checkbox"/> Warranty	<input type="checkbox"/> Rework	<input type="checkbox"/> Revenue	<input type="checkbox"/> Inter Department
Nama Serviceman / Serviceman Name :	- Maulidan - Aidil - Landy.		
Penyelesaian Pekerjaan/Target Completion :			
Kendaraan / Vehicle :			

### DETAIL PEKERJAAN / JOB OUTLINE


- Please Install Axle GP & Completed.
- Download data & Test Performance.
- Completed Report.

### 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 per formed*
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 : Dusi S.N.  
 Date : 12-07-21  
 Field Supervisor / Foreman

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

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

**Job to PT HRS (install axle GP)****Arif Landy Pratama**

arif.l.pratama@trakindo.co.id

Kepada **Wahid Abdurakhman** wahid.abdurakhman@trakindo.co.idCc **Dwi Saktya Noor** Dwi.S.Noor@trakindo.co.id

Senin, 12 Juli 07.46

Dear pak Wahid.

Berikut saya mendapatkan job ke :

Customer : PT HRS

Unit : 14M3

JA : install axle GP

Terimah kasih.

Best Regards,

**Arif Landy Pratama**

Technician Trainee

**PT Trakindo Utama**

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Balas ke semua