

**Job to PT BARATAMA (ADJUST SUSPENSION)****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

Minggu, 25 Juli 09.14

Dear pak Wahid.

Berikut saya mendapatkan job ke :

Customer : PT BARATAMA

unit : 740

JA: Adjust suspension

Terimah kasih.

Best Regards,

Arif Landy Pratama

Technician Trainee

PT Trakindo Utama

Jalan Raya Narogong Km. 19 Cileungsi

Bogor, [16820](#), Jawa Barat, IndonesiaTel. [+62 21 8233361](#) Ext IP: 6405 • Mobile: [+62 823 40725737](#)www.trakindo.co.idCall Center [1500 228](#)[Facebook](#) • [LinkedIn](#) • [YouTube](#): PT Trakindo Utama[Instagram](#): @trakindoutama**ADVANCING YOU FORWARD®**A member of **Tiara Marga Trakindo**

Balas ke semua

JOB ASSIGNMENT

INFORMASI PELANGGAN / CUSTOMER INFORMATION

Nama Pelanggan / Customer Name	PT Baratama
Penanggung Jawab/Contact Person	
Alamat / Address	
Nomor Telepon/Telephone Number	
Model / Serial Number	740
Smu (Hours)	

INFORMASI DETAIL PEKERJAAN / JOB DETAIL INFORMATION

Work Order No.	<input type="checkbox"/> Warranty	<input type="checkbox"/> Newwork	<input type="checkbox"/> Overhaul	<input type="checkbox"/> Other Department
Nama Serviceman / Serviceman Name	A. Ramadhan A. Landy			
Penyelesaian Pekerjaan/Target Compl				
Kendaraan / Vehicle				

DETAIL PEKERJAAN / JOB OUTLINE

Adjust Suspension

CATATAN PENTING / NOTES :

1. Serviceman harus melengkapi dokumen Field Operation Report (FOR) yang telah ditandatangani pelanggan dan Service Report saat kembali ke Labang
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 : _____
Date : _____
Field Supervisor / Foreman

Name : _____
Date : _____
Customer

Name : _____
Date : _____
Field Serviceman