

PT Trakindo Utama

Jl. Jend. A. Yani Km. 16,400 RT. 27 RW. 09  
Kel. Gambut, Kec. Gambut, Kab. Banjar  
Kalimantan Selatan - INDONESIA  
Tel. (62-511) 3251 164, 3251 167, 3251 170, 6747 995, 6747 996  
Fax. (62-511) 6747 990  
www.trakindo.co.id

**STRICTLY CONFIDENTIAL**

Ref.No: 0014/HR SOUTHKAL/2017

**TANGGAL / DATE** : 27 JANUARI 2017  
**KEPADA / TO** : SDR. SUPARYONO / SN. 13105  
**DARI / FROM** : HR MANAGER – SOUTHERN KALIMANTAN  
**PERHAL / SUBJECT** : PENUGASAN / ASSIGNMENT

Sdr. Suparyono,

Guna mencapai optimalisasi pengembangan In alignment with optimization to the organisasi dan sumber daya manusia serta organization and continuous individual persetujuan pihak-pihak terkait, maka kami development and also approved by all kukuhkan penugasan Saudara yang baru respective parties, we are pleased to inform sebagai: *your new assignment as follows:*

**Jabatan / Job title** : Senior Analyst Strategy  
**Divisi / Division** : Customer Support  
**Departemen / Department** : Condition Monitoring Analysis  
**Lokasi / Location** : Head Office  
**Tgl berlaku / Effective date** : 01 Februari 2017  
**Tempat Penerimaan / Point Of Hire** : Banjarmasin

Saudara diminta melapor dan bertanggung You are requested report to **Mr. Efrain Ivan** jawab kepada **Bapak Efrain Ivan Sampe - Sampe - Manager Condition Monitoring** as **Manager Condition Monitoring** yang akan your direct superior who will clarify your mempersiapkan uraian tugas, tanggung jawab complete job description, scope of dan sasaran yang harus dicapai dalam responsibilities and target achievements in penugasan Saudara yang baru. *your new assignment.*

Apabila terdapat hal-hal yang belum jelas Should you have any questions related to this sehubungan dengan penugasan baru ini assignment, kindly please contact respective silahkan menghubungi Human Resources Human Resources Department. *Department* terkait.

Selamat kepada Saudara atas penugasan yang We wish you success on your new baru. *assignment.*

  
Adi Firdaus