

PT Trakindo Utama  
Site Support Tanjung Enim  
Jl. Lintas Prabumulih - Muara Enim  
Muara Enim, Kec. Muara Enim  
Kabupaten Muara Enim  
Sumatera Selatan 31311

## Assessment Invitation Letter

Date : 19 Juni 2023 - 20 Juni 2023  
To : Technician  
From : Satelite Training Center Sumatera  
Cc : Dept Heads, Branch Head, HC Head, L&D Head  
Subject : Assessment Invitation Letter

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Dear Participant,  
Refer to Competency Assessment Request from your Superior and approval by all related person, herewith we invite you to attend Assessment process:

Pers.No.	Complete Name	Branch	Category	Schedule
10001719	Rokiwinando	Tanjung Enim	Technician	19 - 20 June 2023

Event Title : Competency Assessment Time : 08:00 - 17:00 WIB  
Location : PT. Trakindo Utama - Palembang Branch  
Map : <https://goo.gl/maps/zQDGy41Yx8oDWCVL7>

You must bring your own:

1. APD for all activity during Assessment process
2. Serviceman Proficiency Book

You should communicate to Mr. Noercholis Eko Yulianto & Gatot Supriyadi as the person in charge who will lead this process.

Yours Sincerely,



**Budi Setya Ningtyas**  
*Human Resources*