



# PT. Inspektindo Sinergi Persada

## EMPLOYEE REQUISITION

ER.2203.002

*JOB TITLE (Title of employee will use on the job)*

Sales Administration

Date	: 14/03/2022	Amount of People	: 1
Department	: SM	Requestor	: NELLY TAMBUNAN
Project	:	Job Title	: SALES & MARKETING INDOOR SUPERVISOR
Reference No	:		
Customer	:		

**Budget**

*JUSTIFICATION (Optional-State Any Additional Facts in Support of Requisition)*

Budgeted Additional

New Employee for Pekan Baru Office

**KEY JOB DUTIES & RESPONSIBILITIES**

*REQUIREMENT & QUALIFICATION (Skill, Experience and Educational Background)*

TBA

TBA

### SIGNATURE APPROVAL



Department Manager : ACHMAD FURQANI ARNOF

Date : 14/03/2022 21:53:31

Human Resources : \_\_\_\_\_

Date : \_\_\_\_\_



Adm & Fin. Manager : ESRA M SIAHAAN

Date : 15/03/2022 11:32:18



Director : JANNES SIBUEA

Date : 31/03/2022 15:24:37