

# Lowongan PT. Padma Padjadjaran



## UNIVERSITAS KOMPUTER INDONESIA UNIKOM

KAMPUS 1 : Jl. Diponegoro 112 Telp. 022-2533000 BANDUNGLASAR  
KAMPUS 2 : Jl. Cempulung 122 Telp. 022-2533000 BANDUNGLASAR  
KAMPUS 3 : Jl. Cempulung 122 Telp. 022-2533000 BANDUNGLASAR  
KAMPUS 4 : Jl. Cempulung 122 Telp. 022-2533000 BANDUNGLASAR  
KAMPUS 5 : Jl. Cempulung 122 Telp. 022-2533000 BANDUNGLASAR  
KAMPUS 6 : Jl. Cempulung 122 Telp. 022-2533000 BANDUNGLASAR  
KAMPUS 7 : Jl. Cempulung 122 Telp. 022-2533000 BANDUNGLASAR  
KAMPUS 8 : Jl. Cempulung 122 Telp. 022-2533000 BANDUNGLASAR  
KAMPUS 9 : Jl. Cempulung 122 Telp. 022-2533000 BANDUNGLASAR  
KAMPUS 10 : Jl. Cempulung 122 Telp. 022-2533000 BANDUNGLASAR

Nomor : 043/SR/DIR-ATCC/UNIKOM/VI/2015  
Lampiran : 1 (satu) berkas  
Perihal : Lowongan Kerja Bagi Alumni UNIKOM

Kepada Yth.  
Ketua Program Studi di Lingkungan Universitas Komputer Indonesia (UNIKOM)  
di Tempat

Dengan hormat,

Sehubungan dengan adanya surat permohonan dari beberapa perusahaan, berkaitan lowongan kerja bagi Alumni UNIKOM, mohon kiranya Bapak/Ibu Ketua Program Studi berkenan untuk menyebarkan informasi tersebut ke seluruh Alumni pada Program Studi yang Bapak/Ibu pimpin. Adapun perusahaan tersebut antara lain :

1. PT. PADMA PADJADJARAN
2. PT. YAMAHA MUSIC MANUFACTURING INDONESIA
3. PT. GENERAL EXPERT

Kualifikasi kebutuhan lowongan kerja terlampir.

Berkas Lamaran Kerja dan CV dapat dikirimkan ke alamat atau email yang tercantum dalam surat dari perusahaan tersebut. Berkaitan pendataan Alumni yang bekerja, mohon kiranya bagi Alumni UNIKOM yang melamar untuk melaporkan ke Career Development Center (CDC) UNIKOM tentang nama, jurusan, tahun masuk dan tahun lulus serta nama perusahaan yang dilamar untuk dikirim ke Sdr Fitri Junlawati, S.Kom di R. Dosen Magister Management - Hp 082317204090.

Demikian, atas perhatian dan kerjasamanya diucapkan terima kasih.

Bandung, 15 Juni 2015

Mengetahui  
Wakil Rektor IV – Bidang Inovasi,  
Pengembangan dan Aset,

Dr. Ir. Herman S. Spagoto, MBA,  
NIP. 4127.70.002

Wakil Rektor V – Bidang Ases, Tata Kelola dan  
Career Center,

Dr. Rihma Wahdiniwati, Dra. M.Si.  
NIP. 4127.34.02.011

Tembusan:

1. Yth. Ketua Yayasan Science & Teknologi
2. Yth. Rektor UNIKOM
3. Yth. Wakil Rektor III

IF, SI, T. Komp, T. Elektro,  
T. Industri - MW, AF, Sastri, Pro



Head Office

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Kepada  
Yth Bagian Carrer Center  
Di Tempat

√ 2/6-15  
SM-076

Dengan Hormat,  
Berkenaan dengan lowongan pekerjaan pada perusahaan rekanan kami , melalui surat ini saya meminta bantuan dari pihak carrer center untuk mempublikasikan lowongan kerja kepada pihak Mahasiswa atau Alumni.

Sebagai bahan publikasi saya sertakan juga detail persyaratan dan daftar lowongan pekerjaan. Atas perhatian dan kerjasamanya saya ucapkan banyak terima kasih.

Hormat saya

Donny Noviar

## **JOB VACANCY**

An automobile manufacture company, based in Purwakarta urgently needs a full time JAPANESE INTERPRETER

with the following details:

5. Female (age between 22 – 45 years old)
6. Main duty: translating documents of any internal meetings of the company
7. Required experience: at least 1 year experience – if any
8. Salary, allowance, facilities, working hours:
  - Range of salary Rp 4.000.000 – 7.000.000/month
  - Working hours: Monday to Friday 08.00 – 17.00 except Saturday, Sunday and other national public holidays
  - Transport facilities (shuttle bus from Bekasi to Purwakarta)
  - Medical allowance (BPJS)
  - Probation period 3 months

Please send your application letter, CV and other related documents **by email to:**  
***donnynoviar78@gmail.com***

### **VACANCIES AVAILABLE**

1. Sales executive for a private company located in Cikarang (monthly salary Rp 7.000.000 - 13.000.000) -  
APPLICATION CODE 23953
    - a. Preferred experienced person in sales
    - b. Japanese language skill (N1)
    - c. Long term working ability
    - d. No job hoppers!
  
  2. Sales for a private company in Lippo Cikarang (monthly salary Rp 5.000.000 - 8.000.000) -  
APPLICATION CODE 23898
    - a. Male 24 - 40 years old
    - b. No experienced applicant
    - c. Able to speak Japanese (N3/N2)
    - d. Obedient personOR
    - a. Male 27 - 40 years old
    - b. Experienced applicant (in trading companies more than 4 or 5 years)
    - c. Communicative English in writing
  
  3. Accounting staff for a private company located in Jababeka (monthly salary Rp 4.000.000 - 5.000.000) -  
APPLICATION CODE 23968
    - a. Female 22-27 years old
    - b. Fresh graduates are welcome
    - c. Able to communicate in English
  
  4. IT Account Executive for a private company in Jakarta (monthly salary Rp 8.000.000 - 13.000.000) -  
APPLICATION CODE 24256
    - a. Experienced in IT sales for more than 5 years
    - b. Having interest in IT
    - c. Good hospitality
    - d. Able to communicate in English (business level)
    - e. Able to communicate in Japanese (business level N2)
    - f. Has experiences working with Japanese companies
    - g. Male or female 24 - 34 years old
  
  5. Marketing staff for a private company in Karawang (monthly salary Rp 3.000.000 - 4.000.000) -  
APPLICATION CODE -
    - a. Male maximum 25 years old
    - b. Able to speak Japanese (preferably N3 level)
    - c. Fresh graduates are welcome
    - d. Excellent communication skills, pleasant personality
    - e. Able to handle paper/administration works
    - f. Diligent, detailed, patient, and having the willingness to learn
    - g. Willing to be placed in Karawang
    - h. Ready to work soon
  
  6. Production admin staff to be placed in Tangerang (monthly salary Rp 3.000.000 - 4.500.000) -  
APPLICATION CODE 23734
    - a. Collecting data of production
    - b. Administration or secretarial education background
    - c. Able to work with MS and Excel
    - d. Fresh graduates are welcome or experienced applicants who have worked as admin staff for manufacturing companies
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7. Application engineering for a private company in Cikarang (monthly salary Rp 3.600.000 - 4.200.000) - APPLICATION CODE -

- a. Male
- b. Familiar to work with AUTO CAD, CAAD TOOLS/Software

8. Admin secretary to be placed in Jakarta (monthly salary Rp 4.000.000 - 7.000.000) - APPLICATION CODE 24234

- a. Female 20-35 years old
- b. Minimum 1 year experience - fresh graduates are welcome
- c. Able to speak Japanese (JLPT 2 or above)
- d. Familiar with Excel
- e. Able to communicate in English (business level)

9. Marketing staff to be placed in Jakarta (monthly salary Rp 3.500.000 - 5.000.000) - APPLICATION CODE 23253

- a. Male/Female 20 -30 years old
- b. Fresh graduates are welcome
- c. Interest to work in Japanese company
- d. Preferred to speak Japanese

10. Sales consultant (Junior level) to be placed in Jakarta (monthly salary Rp 3.000.000 - 4.000.000) - APPLICATION CODE 21345

- a. Female 20 -24 years old
- b. No experiences needed - fresh graduates are welcome
- c. Persons/applicants who have the interest to become sales consultants -- not just a sales support staff
- d. Able to speak Japanese (JLPT level 3 or above)

PLEASE SEND YOUR APPLICATIONS to: [donnynoviar78@gmail.com](mailto:donnynoviar78@gmail.com)  
OR MEET REERACOEN - INDONESIA and PT PADMA at  
UNIVERSITAS PADJADJARAN JOB FAIR 4 JUNI 2015  
Kampus UNPAD Jalan Dipati Ukur 35 Bandung jam 08.00 - 17.00  
Reservation contact : Donny Noviar (PT Padma - Indonesia) 085-624150110

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**Senin, 15 Juni 2015 - 09:36**

<https://cdc.unikom.ac.id/loker/view/lowongan-pt-padma-padjadjaran.79.html>