



MINUTES OF MEETING

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| MEETING TITLE | Meeting Team Sales | |
| SUBJECT | Koordinasi Kerja Team Sales | |
| DAY / DATE | Rabu/04-08-2021 | TIME : 14.00 - Selesai |
| CHAIRMAN | Bpk. Poerwoko.S | MINUTES BY : Made Rina |
| VENUE | Meeting Room Graha HLP | |

| PARTICIPANT | POSITION / UNIT |
|---------------------|-------------------------------|
| Bpk.Bharata Nugraha | Direktur HR & GA |
| Bpk. Madi | Direktur Operational |
| Bpk. Andi Burhan | Direktur LJA |
| Bpk. Dias H | Pengelola MIT E |
| Bpk. Raja Irham | Administrasi Marketing |
| Ibu Rani.M | Koordinator Sales & Marketing |
| Bpk. Dimas | Sales |
| Bpk. Hasanuddin | Sales |

| NO | SUBJECT | PIC | TIME FRAME | STATUS | REMARKS |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|------------------------|---------------|----------------|
| 1. | Penunjukkan Bpk. Dias sebagai Pimpinan Team Sales | Bpk. Dias | Agustus - UFN | | |
| 2. | Team sales harus dapat berkerja secara mandiri dalam meningkatkan sales, di support penuh oleh para Direksi sesuai dengan arahan proses sales yang sudah di sampaikan. | Bpk. Dias | Agustus – October 2021 | Progress | |
| 3. | Kendala-kendala didalam unit sales selama ini agar dapat di perbaiki , seperti : a. Proses Top Up (mempunyai perkiraan yang tepat) | All team Sales | Agustus - UFN | | |

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| | <ul style="list-style-type: none"> b. Product knowledge harus di update terkait siapa saja customer GA, LG, Citilink, CARDIG c. Komunikasi dan relationship yang baik kepada customer d. Melakukan rolling activities setiap personil setiap 2 bulan e. Selalu mengutamakan kejujuran | | | | |
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