# INDIRA PANJI SAPUTRA S.AB

**Perum. Rawa Bambu RT.007 RW.016**
**Harapan Jaya, North Bekasi.**
**Bekasi 17124**
**West Java**
**Indonesia**

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**: indira.saputra@tetrapak.com**

## *PERSONAL DATA*

| | |
|---|---|
| Place & Date Of Birth | : Wonogiri, March 8th 1988 |
| Sex | : Male |
| Marital Status | : Single |
| Height | : 174 cm |
| Weight | : 65 kg |
| Religion | : Islam |
| Hobby | : Photography, Music & Sport |
| GPA | : 3.11 (Scale 4) |

## *FORMAL EDUCATION*

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|---|---|
| 2006 - 2012 | : Sekolah Tinggi Ilmu Administrasi Mandala Indonesia |
| 2003 - 2006 | : SMU Negeri 4 Bekasi |
| 2000 - 2003 | : SLTP Negeri 5 Bekasi |
| 1994 - 2000 | : SD Negeri Harapan Jaya II Bekasi |

## *SEMINAR & TRAINING*

1. Ahli Keselamatan & Kesehatan Kerja Umum
   Kementrian Tenaga Kerja Dan Transmigrasi Republik Indonesia
2. Hazard Identification (HAZID)
   Conoco Phillips Indonesia
3. Personal Protective Equipment (PPE)
   Conoco Phillips Indonesia
4. STOP Card
   Conoco Phillips Indonesia
5. Permit To Work Level 1 & Level 2
   Conoco Phillips Indonesia
6. Work in Height
   Tripatra-Samsung Consortium

7. Safe Task Assignment & Reinforcement Training
   Tripatra-Samsung Consortium
8. Construction Safety Training
   Tripatra-Samsung Consortium
9. H2S Training
   Tripatra-Samsung Consortium
10. Safety Leadership
    Tripatra-Samsung Consortium
11. Defensive Drive Courses
    Tripatra-Samsung Consortium

## ***COMPETENCE REFERENCES***

1. Mr. Ir. Sumaryanto, Msi : Safety Instructor of Kemenakertrans RI
   Email : sumaryanto@yahoo.co.id
2. Mr. Ir. Sunar Priyono : Safety Instructor and Safety Consultant
   Email : spriyono@yahoo.com
3. Mr. Ir. Febri Irawan : Operational Manager Of PT. Geo Teknik Indonesia
   Email : irone.gti@hotmail.com
4. Mr. Herri Efendi : HSE Trainer in Conoco Phillips Indonesia
   Email : herryeffendi@contractorconocophillips.com
5. Mr. Yohanes Wahyudi : Site Manager PT. Multipanel Intermitra Mandiri
   Email : wahyudi@intermitra.com
6. Mr. Cristov Simanjuntak : SHE Trainer Tripatra-Samsung Consortium
   Email : cristov.simanjuntak@tripatra.com

## ***LANGUAGE***

1. Indonesian : Written and Spoken
2. English : Written and Spoken

## ***COMPUTER SKILL***

1. Microsoft Office Application
2. Open Office
3. Win XP, Win 7 and Win 8 operating system
4. Internet Application

## ***JOB EXPERIENCE***

1. **March 2015 - Now**
   **PT. TETRA PAK STAINLESS EQUIPMENT**
   Engineering, Procurement, Construction, Installation, Service and Technical Sales
   Food, Cosmetic and Pharmaceutical production and storage system.
   Technical Service and OHS Engineer
   Client: Loreal, Merck, Unilever, Combiphar, Bintang Toedjoe, Nutrifood, Danone etc
   Location : Jakarta, Bekasi, Bandung, Tangerang, Sukabumi, Bogor

   *Job Description and Responsible:*
   - Controlling and Supervise fabrication, service and commisioning activity as regulation from Tetra Pak Global and Client, Preparing progress / HSE report to management, Preparing administration document before excecution project.

2. **February 2014**
   **PT. CIPTA ADISWASTI HUTAMA *(Freelance)***
   Engineering and Construction Mechanical and Electrical Support for Oil and Gas Drilling
   HSE Consultant
   Client: CNOOC SES Ltd.
   Location : Jakarta

   *Job Description and Responsible:*
   - Prepare Contractor Safety Management System (CSMS) as bidding requirements.

3. **November – December 2014**
   **PT. ARMINDO JAYA MANDIRI *(Freelance)***
   Engineering, Procurement and Construction Gas Filter Housing & Water Storage Tank
   HSE Representative
   Client: JGC Indonesia, Pertamina Hulu Energi, PT. PGN
   Location : Cikarang, West Java and Talang Duku, South Sumatra

   *Job Description and Responsible:*
   - Prepare SHE document and report, prepare ISO 9001 and OHSAS 18001 audits.

4. **August 2013 – August 2014**
   **PT. MULTIPANEL INTERMITRA MANDIRI**
   Engineering, Procurement and Construction Prefabrication Building Substation
   HSE Coordinator
   Banyu Urip Project EPC-1
   Client: Tripatra - Samsung Consortium, ABB Singapore and Mobil Cepu Ltd.
   Location : Cilegon, Banten and Bojonegoro, East Java

   *Job Description and Responsible:*
   - Responsible to all Safety Health and Environment matters in fabrication area, prepare SHE document and report, conduct site orientation and training, inspection for equipment and tools, manage SHE team to controlling project based on Safety Regulation from clients.

5. **October 2012 – May 2013**
   **PT. SEMPEC - PUNJ LLOYD INDONESIA CONSORTIUM**
   Engineering, procurement and construction (Civil, Gas Plant and Pipeline)
   HSE Officer
   Sumpal Expansion Project
   Client: Conoco Phillips Grissik Limited
   Location : Bayung Lencir, South Sumatra

   *Job Description and Responsible:*
   - Controlling work activity based on safety standard and regulation from Conoco Phillips, make sure work activity without accident.

6. **May 2012 – September 2012**
   **PT. GEO TEKNIK INDONESIA**
   Safety Consultant and Training Institute
   Safety Officer / Inspector
   Location : Medan, North Sumatra

   *Job Description and Responsible:*
   - Conduct training, inspection and give advice about safety and health matters as request from client based on Ministry Labor of Indonesian Regulation.

7. **November 2009 – May 2012**
   **CV. HATTA PRATAMA**
   Procurement and construction telecommunication, surveillance tower & access control
   Safety and Operational Staff
   Location : Solo, Central-Java and Jakarta

   *Job Description and Responsible:*
   - Inspecting tools and equipment for work, prepare safety document and reporting, controlling work activity, materials handling and payment.

## ***PERSONAL INTERESTS***

I am an energetic person; I love photography, music and challenge. High motivation and dedication. I like work in a team and have the tendency to manage a team of potential players. I'm familiar with HSE system like a Policy, Standard Requirement, Inspecting, Project and Training. I can handle HSE paper work beside field controlling.

**Sincerely yours**

**INDIRA PANJI SAPUTRA**