

????????????????
? OD

- Job Description

- JD-OD-002 []
- JD-OD-001 []

- [] (WI)

- WI-OD-001 []
- WI-OD-002 [] CAR/PAR
- WI-OD-003 []
- WI-OD-004 Work fore [] Drive Thru
- WI-OD-005 [] Buddy
- WI-OD-006 []
- WI-OD-007 []
- WI-OD-008 [] TQM [] App

Job Description

JD-OD-002

????????????????????????????????

XXXXXXXXXX (XX)	XXXXXXXXXX XXXXXXXXXXXX	XXXXXXXXXX (XXXXX)	Operation Development Staff
XXXX	XXXXXXXXXXXX XXXX	XXXX	XXXXXXXXXX
XXXXXXXXXXXX XX	XXXXXXXXXXXX XXXXXXXXXXXX	XXXXXXXXXXXX XXX	G4

???????????????????? (Job Purpose)

XXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX

???????????????????? (Key Responsibilities)

XXXXXXXXXX (Key Responsibilities)	XXXXXXXXXX (Key Activities)	XXXXXXXXXXXXXXXXXXXX
XXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXX	1.1 XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXX 1.2 XXXXXXXXXXXXXXX / XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX 1.3 XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XX 1.4 XXXXX XXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXX	1.1 XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXX XXXXX

[illegible]

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The diagram illustrates the relationship between TQM and ISO standards. It is organized into two main columns: 'TQM' and 'ISO'. The 'TQM' column lists principles such as Customer focus, Leadership, Strategic planning, Process approach, Evidence-based decision making, Relationship management, and Continuous improvement. The 'ISO' column lists corresponding standards: ISO 9000 (Quality management systems), ISO 14000 (Environmental management systems), ISO 26000 (Social responsibility), ISO 45000 (Occupational health and safety), ISO 50000 (Energy management systems), and ISO 31000 (Risk management systems). Arrows indicate the mapping from TQM principles to ISO standards.

□□□□□ (Position)	□□□□□□□□□□ (Job Scope)

<div> <div>□□□□□</div> <div>(Item)</div> </div>	<div> <div>□□□□□□□□□□□□</div> <div>(Amount/Authorized level)</div> </div>		
	<div> <div>□□□□□□□□□□</div> <div>(Own Decision)</div> </div>	<div> <div>□□□□□□□□□□</div> <div>(Consulted by Superior)</div> </div>	<div> <div>□□□□□□□□□□</div> <div> <div>□□□□□□</div> <div>(Superior Approval)</div> </div> </div>

???????????????????????????????? (Working Relationship)

<div><div></div><div></div><div></div></div>	<div><div></div><div></div></div>	<div><div></div></div>
<div><div></div></div>	<div><div>-</div><div></div><div></div><div>-</div><div></div><div></div><div>-</div><div></div><div></div><div></div><div>CAR./PAR.</div></div>	<div><div></div><div></div><div></div></div>

???????????????????? (Job Specifications)

(Education Background)

????????????????/????????????????/????????
(Certification/Licensing)

???????????????????? (Professional Experiences)

1

???????????????????? (Competencies)

<div><div></div><div>(Knowledge)</div></div>	<div><div></div><div>(Skills)</div></div>	<div><div></div><div>/</div><div></div><div>(Mental Abilities/Personalities)</div></div>
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<ul style="list-style-type: none"> - [] [] - [] [] (KPI) - [] [] 	<ul style="list-style-type: none"> - [] - [] [] [] - [] [] 	<ul style="list-style-type: none"> - [] - [] - [] [] - [] - [] - [] - [] - [] - [] - [] []
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????????????? ? (Others)

[]

<div>[]</div> <div>(Prepare By)</div>	<div>[]</div> <div>(Approved By)</div>	<div>[]</div> <div>(Acknowledged By)</div>
<div>(.....)</div> <div>[]/...../.....</div>	<div>(.....)</div> <div>[]/...../.....</div>	<div>(.....)</div> <div>[]/...../.....</div>

JD-OD-001

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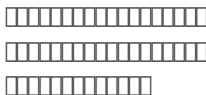








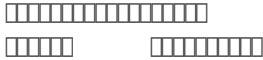
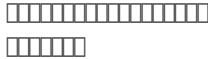
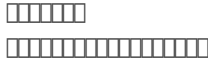
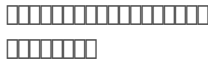
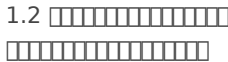




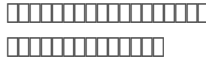
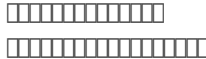



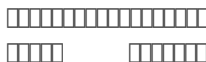
????????? (??)	????????? ????????? ???	????????? (?????)	Head Of Operation Development
???	????????? ?????????	???	?????
????????? ??	????????? ????? - ?????	????????? ??	G4

????????????????????????????? (Job Purpose)

????????????????????????????? ????????????????????????????? ????????????????????????????? ????????????????????????????? ?	??
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????????????????????? (Key Responsibilities)

????? (Key Responsibilities)	????????? (Key Activities)	?????????????
????????? ????????? ?	1.1 ????????? ????????? ????? 1.2 ????????? / ????????? ????????? ????????????? ????????? 1.3 ????????? ????????? ????????? ?? 1.4 ????? ????? ????????? ????????? ?????????	1.1 ????????? ????????? ????????? ?????

<p>  </p> <p>(IA) TQM</p>	<p>1.1</p>  <p>1.2</p>   <p>1.3</p> 	<p>1.1</p>    
<p>  </p> <p>CAR/PAR</p>	<p>1.1</p>    <p>1.2</p>    <p>1.3</p>  	<p>1.1</p>    <p>1.2</p>   

<div><div>- Document Control</div><div>- Work Instruction</div></div>	<div><div>1.1</div><div>1.2</div><div>1.3</div><div>1.4</div><div>1.5</div><div>1.6</div></div> <div><div>Job Description</div><div>(Work instruction)</div></div>	<div><div>1.1</div><div>1.2</div><div>1.3</div></div>
<div><div>OKRs</div></div>	<div><div>1.1.</div><div>1.2</div><div>1.3</div></div>	<div><div>1.1</div></div>
<div><div>Key Performance Indicator (KPI)</div></div>	<div><div>1.1</div><div>1.2</div></div> <div><div>KPI</div></div>	<div><div>1.2</div><div>Key Performance Indicator (KPI)</div></div>

<div> <div></div> <div></div> </div>	<div> <div>1.1</div> <div> <div></div> <div></div> <div></div> <div></div> </div> <div> <div></div> </div> <div>1.2</div> <div> <div></div> <div></div> <div></div> <div></div> </div> </div>	<div> <div>1.1</div> <div> <div></div> <div></div> <div></div> </div> </div>
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<div> <div>-</div> <div> <div></div> <div></div> </div> </div> <div> <div></div> </div> <div> <div>-</div> <div> <div></div> <div></div> </div> </div> <div> <div></div> <div></div> </div> <div> <div>-</div> <div> <div></div> <div></div> </div> </div> <div> <div></div> </div> <div> <div>-</div> <div> <div></div> <div></div> </div> </div> <div> <div></div> </div>	<div> <div></div> <div></div> <div>TQM , ISO</div> </div>
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<div> <div></div> <div>(Position)</div> </div>	<div> <div></div> <div>(Job Scope)</div> </div>

<div> <div></div> <div>(Item)</div> </div>	<div> <div></div> <div>(Amount/Authorized level)</div> </div>		
	<div> <div></div> <div>(Own Decision)</div> </div>	<div> <div></div> <div>(Consulted by Superior)</div> </div>	<div> <div></div> <div>(Superior Approval)</div> </div>

<div><div></div><div></div><div></div></div>	<div><div></div><div></div></div>	<div><div></div></div>
<div><div></div></div>	<div><div>-</div><div><div></div></div></div> <div><div></div></div> <div><div></div></div> <div><div>-</div><div><div></div></div></div> <div><div></div></div> <div><div></div></div> KPI	

-

-

(Job Specifications)

(Education Background)

/ /

(Certification/Licensing)

(Professional Experiences)

1

(Competencies)

<div><div></div><div>(Knowledge)</div></div>	<div><div></div><div>(Skills)</div></div>	<div><div><div></div></div><div><div></div> / <div></div></div><div>(Mental Abilities/Personalities)</div></div>
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<div>- <div></div></div> <div><div></div></div> <div>-</div> <div><div></div></div> <div><div></div> (KPI)</div> <div>-</div> <div><div></div></div> <div><div></div></div>	<div>- <div></div></div> <div>-</div> <div><div></div></div> <div><div></div></div> <div><div></div></div> <div>-</div> <div><div></div></div> <div><div></div></div>	<div>- <div></div></div> <div>- <div></div></div> <div>-</div> <div><div></div></div> <div><div></div></div> <div>- <div></div></div> <div>- <div></div></div> <div>- <div></div></div> <div>- <div></div></div> <div>- <div></div></div> <div>- <div></div></div> <div>-</div> <div><div></div></div> <div><div></div></div>
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(Others)

<div><div></div></div> <div>(Prepare By)</div>	<div><div></div></div> <div>(Approved By)</div>	<div><div></div></div> <div>(Acknowledged By)</div>
<div>(.....)</div> <div><div></div>/...../.....</div>	<div>(.....)</div> <div><div></div>/...../.....</div>	<div>(.....)</div> <div><div></div>/...../.....</div>

???????????????? (WI)

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XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

3.5 XXXXXXXXXXXXXXXXXXXX

(Quality Management Representative: QMR)

XXXXXX

XXXXXXXXXXXXXXXXXXXX

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

3.6 XXXXXXXXXXXXXXXXXXXX

(Corrective Action) XXXXXX

XX

XXXXXXXXXXXXXXXXXXXX

XX

XXXXXXXXXXXXXXXXXXXX

XX

XXXXXXXXXXXX

3.7 XXXXXXXXXXXXXXXXXXXX

(Preventive Action) XXXXXX

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

XX

XXXXXXX

XX

XXXXXX

XXXXXXXXXXXXXXXXXXXX

XX

XXXXXXX

XXXXXXXXXXXXXXXXXXXX

3.8 XXXXXXXXXXXXXXXXXXXXXXXX

(Audit Report) XXXXXX

XX

XXXXXXXXXXXXXXXXXXXX

3.9 XXXXXXXXXXXXXXXXXXXXXXXX

(Corrective Action Request : CAR) XXXXXX

CAR XXXXXX

XX

□

XX

XXXXXXXXXXXXXXXXXXXX

3.10 XXXXXXXXXXXXXXXXXXXXXXXX

(Preventive Action Request : PAR)

XXXXXXX

XX

XXXXXXXXXXXXXXXXXXXX

XX

XXXXXXXXXXXXXXXXXXXX

4. ?????????????????????

QMR XXXXXXX

XXXXXXXXXXXXXXXXXXXXXXXXXXXX

Lead

Auditor/Auditor XXXXXXX

- XXXXXXXXXXXXXXXXXXXXXXX

4.1 XXXXXXX

4.2 XXXXXXX

OD XXXXXXX

- XXXXXXXXXXXXXXXXXXXXXXX

5. XXXXXXXXXXXXXXXXXXXXXXX



6. ?????????????????????????????????

6.1

QMR

Lead Auditor

6

6.2

Lead Auditor

QMR

Audit Team

5

6.3

6.3.1 Open Meeting

Lead Auditor

-

-

-

-

Closing Meeting

6.3.2

Audit Checklist

(Objective Evidence)

1. Major

2. Minor

6.4

Observation : OB

1. Audit Objectives ()
 2. Audit Scope ()
 3. Audit Method ()
 4. Audit Team ()
 5. Audit Schedule ()

Comment ()
 Audit Team ()

- () Audit checklist
 ()

Auditor
 - ()

6.5 ()
 6.5.1. Lead Auditor () Closing Meeting

()
 - ()
 - ()
 - () ()

6.5.2. () (Non-
 conformity: NC) () () () / ()

FM-OD-005
 6.5.3 () / () FM-OD-005

()
 ()
 ()
 ()

6.5.4
 ()
 () 7 () ()
 () 30 ()
 () 30
 ()
 () 3 ()
 ()

6.6 ()
 Lead Auditor () FM-OD-006
 ()
 () / () FM-OD-005

6.6 ()
 ()
 () ()
 1) () (Check list) FM-OD-004
 2) () / () (CAR./PAR.) FM-OD-
 005
 3) () (Internal Audit Report)FM-OD-006
 ()
 ()

(CAR/PAR - LOG)

(PM-OD-002)

7.

7.1

Auditor List (FM-OD-001)

7.2 

Audit Plan (FM-OD-002)

7.3

Audit scheidung (FM-OD-

003)

[illegible]

Audit Checklist (FM-OD-004)

7.5

/

CAR./PAR. (FM-OD-005)

7.6

Audit Report (FM-OD-006)

7.7

(FM-

OD-007)

7.8

/

(CAR/PAR-LOG)

(WI)

????????????????????????????????
?

1. ???????????

2.

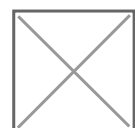
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3. ?????????

4. ?????????????????

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5. ?????????????????



COMPLAINT LOG (FM-

SE-002)

[illegible]

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OD 

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CAR.

(FM-OD-

005) [REDACTED] CUSTOMER COMPLAINT

[illegible]

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11111111

5.3

[illegible][illegible]

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OD

[illegible]

OMR

[illegible]

5.4 SE 

OD

[illegible]

5.4.1



5.4.2

5.5 SE 

Complain LOG (FM-SE-

002)

[illegible][illegible][illegible]

COMPLAINT (FM-SE-001)

(FM-SE-002)

/

(FM-OD-005)

(FM-OD-007)

CUSTOMER

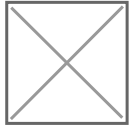
COMPLAINT LOG

/ □ □ □ □ □ □



(WI)

WI-OD-004 Work fore ???????????? Drive Thru

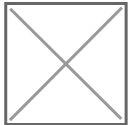




WI-OD-005

????????????????

Buddy



??????????

1. []
2. []
[]
3. []
[]
4. [] / []
4.1 [] []
[] []
[] Pass [] [] SPO,RTV,VED,SHW,OFS,
[], []
[]
[]
4.2 []
[]
[] Buddy [] /
[]
[] []
[]
[]
[]
[] Link
[]
5. [] - [] -
[]
[]
- 7 []



(WI)

WI-OD-006

????????????????????????????????
?????????

1.?? Nopadol Tube

<https://vdo.pay9.co/videos/embed/a0fd7341-0d46-4cac-af2b-a803df3073fd>

2.???????????????? Nopadol Tube ????????????????????????????????? preview Video

<https://vdo.pay9.co/videos/embed/c8886481-8620-4053-ba11-7b85ab6f20cb>

(VI)

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(5□ .)

5□ □□□□

[illegible]

2.

3.  


4. 3

5. 

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(WI)

WI-OD-008 ??????????????

TQM ???? App

