

CHAPTER I

INTRODUCTION

1.1 Background of Apprenticeship

The development of science and technology is increasingly rapidly, which is then followed by the need for qualified human resources adequate knowledge and technology. It is purposeful so that the development of science and technology can be balanced with mastery of science and technology by these human resources. There is a demand for adequate and reliable expertise in their respective fields, useful for getting competitive customized jobs to achieve the desired destination. With sufficient expertise, it will produce human resources that are ready to use both in terms of knowledge, morals, attitude, and other criteria needed. The current progress of the times and technology in the current era of globalization is something that cannot be avoided. The same is true in education which always experiences development from time to time and the government is always trying to improve the quality of education.

Practical work is the application or practice and implementation of factually studied theory where in this activity students will get something that can be used as work experience (work simulation) before carrying out actual work activities / work activities, and students can also apply the knowledge received from it results of practical work Implementation of practical work will lead to real experience, namely the world of work. The process of practical work that is carried out by going directly to the company will create an overview of new thoughts, because here the theory will be implemented, and students will easily understand and learn. So that when students sit at their desks, they will easily adapt.

Since 2000's until now the Bengkalis State Polytechnic has 9 (eight) departments with 20 (twenty) study programs, and the D-IV International Business Administration Study Program is one of those formed by Ms. Yunelly Asra SE., MM

which focuses on learning about the challenges faced in the business world in the international market by receiving the first batch in 2016. The Bengkalis State Polytechnic has a responsibility to advance human resources, especially in achieving the quality of students. To meet and achieve educational goals in tertiary institutions, knowledge is needed to apply the knowledge that has been obtained so that students can practice the aspects needed to enter the industrial world. To be able to enter the world of work after graduating from college, every student must have the readiness to face the professionalism of his work in accordance with the field he is in.

In accordance with the curriculum of the Bengkalis State Polytechnic Business Administration study program, that every student who will complete the study must carry out Practical Work (KP) which has been stipulated in the decision of the Director of Bengkalis State Polytechnic in a special regulation. For Diploma III postgraduate students, this Practical Work is carried out after students have completed a minimum of 4 (four) semesters and fully graduated, carried out for 1 month. Whereas for Diploma IV postgraduate students, practical work is carried out after students have completed a minimum of 6 (six) semesters and full graduation, which is carried out for a minimum of 4 months. After carrying out Practical Work for 8 (eight) weeks, students are required to make a Job Training report as a form of accountability for each activity carried out during the apprenticeship.

Based on the provisions above, this prenticeship is carried out at PT. Geo Dipa Energy Persero, Jakarta Selatan head office which carried out for 8 (eight) weeks from June 5, 2023, to July 28, 2023.

1.2 Purpose of the Apprenticesip

Practical work activities for Bengkalis State Polytechnic students, International Business Administration Study Program have the following objectives:

1. To find out the job specifications in PT. Geo Dipa Energy Persero at the HCGA Exploration Management Unit (EMU).

2. To explain practical workplace systems and procedures of apprenticeship
3. To find out the obstacles and solutions encountered during the implementation Practical Work at PT. Geo Dipa Energy Persero at the HCGA Exploration Management Unit (EMU).

1.3 Significances of the Apprenticeship

Practical work activities for Bengkalis State Polytechnic students, International Business Administration Study Program have the following benefits:

1. Students could apply the knowledge (theory/concept) they have learned to the real world of work and can increase their knowledge and skills through direct involvement in the work at PT. Geo Dipa Energy Persero at the HCGA Exploration Management Unit (EMU).
2. Students gain experience in the world of work to prepare themselves before being recruited into the world of work.
3. Bengkalis State Polytechnic obtains feedback from organizations or companies on the abilities of students participating in internships in the world of work.

1.4 Time of the Apprenticeship

Practical Work Activities (KP) are carried out in accordance with the provisions of the Job Training implementation rules. The practical work period is 2 (two) months, starting from June 5 to July 28, 2023. Practical work schedule at PT. Geo Dipa Energy Persero are follows:

Table 1.1 Working Hours

No	Day	Office Hours	Rest
1	Monday	08:00-17:00 WIB	12:00-13:00 WIB
2	Tuesday – Thursday	07:30-17:00 WIB	12:00-13:00 WIB
3	Friday	08:00-15:30 WIB	12:00-13:00 WIB
3	Saturday – Sunday	Leave	-

Source: PT. Geo Dipa Energy (Persero) 2023

1.5 Place of the Apprenticeship

This practical work activity was carried out at Geo Dipa Energy (Persero) Aldevco Octagon Bldg 2nd Floor, Jl. Warung Jati Barat No.75, South Jakarta 12740, Indonesia. Tel: +6221-7982-925. The activities carried out by the author during practical work were at Human Capital General Affairs-Exploration Management Unit (HCGA-EMU).