

CHAPTER I

INTRODUCTION

1.1 Background of Apprenticeship

State Polytechnic of Bengkalis is a vocational college in Riau, located on Jalan Bathin Alam, Sungai Alam, Bengkalis, Riau. It has eight departments, namely ship building engineering, mechanical engineering, electrical engineering, civil engineering, language, business administration, informatics engineering, and maritime. In an effort to create quality student graduates, State Polytechnic of Bengkalis requires students to undergo an apprenticeship program. Which is one of the prerequisites for graduation for students. This activity is carried out for 4 months, and it is expected to provide benefits for students to learn the world of work directly.

An apprenticeship, or practical work, is an activity carried out by students to gain practical experience and practice in a company. This activity is usually carried out in the final stage of the lecture. This activity aims to prepare students to enter the world of work and study skills used in the world of work. Students will also gain practical experience in carrying out the tasks assigned by the company. This internship also aims to expand relationships with companies.

Apprenticeship activities are carried out by the author at the Prime Park Hotel Pekanbaru, which is one of the 4-star hotels under the auspices of PT Pekanbaru Permai Propertindo, located on Jend. Sudirman Street No. 3 Block A, Simpang Tiga, Bukit Raya, Pekanbaru, Riau 28284.

The apprenticeship was conducted in the accounting department Prime Park Hotel & Convention Pekanbaru from March 1 to June 29, 2024.

1.2 Purpose of Apprenticeship

1. To complete the Apprenticeship Course at the English Study Program, State Polytechnic of Bengkalis.
2. To find out the kinds of jobs done in Prime Park Hotel & Convention Pekanbaru.

3. To find out the documents used for activities while doing the apprenticeship program in Prime Park Hotel & Convention Pekanbaru.
4. To find out working procedures done in Prime Park Hotel & Convention Pekanbaru.

1.3 Significance of the Apprenticeship

The significance of Apprenticeship for apprentice, State Polytechnic of Bengkalis and company are:

1.3.1 Significance for the Apprentice

The significance of this apprenticeship to the apprentice is as follows:

1. To gain real work experience
2. To be able to apply the knowledge gained on campus with the real world of work.
3. To learn the working conditions in the company environment.
4. To facilitate job search Significance for State Polytechnic of Bengkalis.

1.3.2 Significance for the State Polytechnic of Bengkalis

The significance of this apprenticeship to the State Polytechnic of Bengkalis as follows:

1. Prepare in qualified and competent graduates.
2. Strengthen in the cooperation relationship between State Polytechnic of Bengkalis and Prime Park Hotel.

1.3.3 Significance for the company

The significance of this apprenticeship to the company is as follows:

1. Assist in the hotel in carrying out operational activities, especially in the accounting department.
2. Establish in the good relations and mutually beneficial cooperation between State Polytechnic of Bengkalis and Prime Park Hotel & Convention Pekanbaru.