

# CHAPTER I

## INTRODUCTION

### 1.1 Background of Apprenticeship

State Polytechnic of Bengkalis is a vocational higher education institution and the only state polytechnic in Riau. There are two graduation requirements, namely a final report and an apprenticeship.

Apprenticeship or practical work or an internship is part of job training or a process for directly applying knowledge and competencies in the world of work that are obtained during the study period.

This internship is carried out after Bengkalis State Polytechnic students have completed of semester five for D3 and semester six for D4. This internship is carried out for four months. Based on the above, the author as a student of the English Study Program is required to carry out practical work for 4 (four) months.

The author joined the opportunity to complete state corporate at PT. Petronesia Benimel because this company is part of a BUMN and collaborates with many foreign companies. This can help the author in implementing the knowledge and theoretical concepts studied. Classes into workplace practice and align with areas of expertise such as English, etiquette, and work teams. Another consideration is that company is an infrastructure company and has many business units. The author wants to implement the knowledge and theoretical concepts that have been obtained during lectures into the context of the world of work. With this, the author hopes to gain direct experience in applying theoretical knowledge and concepts, according to his field of expertise.

On February 1<sup>st</sup> to June 1<sup>st</sup> 2024, on June 1<sup>st</sup> 2024, the author completed the internship program. The author is placed in the Human Resources Department.

## **1.2 Purpose of Apprenticeship**

1. To find out the type of work carried out in the HRD department of PT. Petronesia Benimel.
2. To find out the documents and systems used for activities during the internship program at PT. Petronesia Benimel.
3. To find out the work procedures carried out at PT. Petronesia Benimel.

## **1.3 Significance of the Apprenticeship**

In this section, three key aspects of significance will be explained, namely: significance for the Apprentice, significance for State Polytechnic of Bengkalis and significance for the company.

### **1.3.1 Significance for the Apprentice**

Through this program, interns can put into practice all the knowledge gained in class according to their specialization and learn new things, especially how to practice English and work teams. Apart from that, interns can learn how to become professionals in the world of work.

### **1.3.2 Significance for State Polytechnic of Bengkalis**

This internship program really helps the Polytechnic in preparing the quality of graduates and preparing them to enter the world of work. Internships thus also really help polytechnics in developing and implementing curricula well.

### **1.3.3 Significance for the Company**

The internship program allows PT. Petronesia Benimel to search for and recruit skilled, experienced and dedicated candidates while enhancing the brand and image of the company.



**Figure 1.1 Corporate clients**

*Source: PT. Petronesia Benimel*