

CHAPTER 1

INTRODUCTION

1.1 Background of Apprenticeship

Apprenticeship, often known as practical work, is an activity in which a student participates in work activities in a company to gain direct experience in a specific field of study or competence. The primary goal of practical work is to provide students with opportunities to obtain more experience and apply what they have learned in college.

State Polytechnic of Bengkalis is a vocational college in Riau and has a responsibility to prepare its students to complete in the real world of work. One of them is by holding the implementation of Practical Work (KP) as the program that must be followed by students as one of the requirements for completing the applied undergraduate Study Program in English Language.

PT RAPP was chosen by author to complete the apprenticeship, because this company is one of the biggest companies in Indonesia and has many partnerships with foreign companies. April Learning Institute (ALI) especially at General Training and Services (GTS) division, where the author placed. General Training and Services as people called GTS is working for supporting all of training that already planned by ALI team start from sending invitation to check the participant data in the day and handling all of ALI building.

Based on previsions above, this practical work is carried out at PT. Riau Andalan Pulp and Paper especially in ALI Office (April Learning Institute) Pangkalan Kerinci, Pelalawan Regency which was carried out for four months from 12 February to 15 June 2024.

1.2 Purpose of Apprenticeship

1. To find out the kind of jobs done in Social Capital and APRIL Learning Institute, at PT Riau Andalan Pulp and Paper.
2. To find out the document needed to complete the apprenticeship report.

3. To find out the working procedures applied in General Training and Services, at PT Riau Andalan Pulp and Paper.
4. To gain genuine experience while working in APRIL Learning Institute, at PT Riau Andalan Pulp and Paper.

1.3 Significance of the Apprenticeship

1.3.1 Significance for Apprentice

Apprenticeship gives the student chance to build the relationship between apprentice and company's employee to support their future career. This program also helps the student to hone their knowledge and skills while studying on campus.

1.3.2 Significance for State Polytechnic of Bengkalis

Apprenticeship helps polytechnics to improve and prepare their students skills. In the other hand, this program also can strengthen the cooperation and socialization between State Polytechnic of Bengkalis and PT RAPP.

1.3.3 Significance for the Company

Through the apprenticeship program, the company can improve its reputation and branding while seeking and recruiting qualified, seasoned, and committed workers.