

CHAPTER I

INTRODUCTION

1.1 Background of the Apprenticeship

State Polytechnic of Bengkalis is a polytechnic located in Bengkalis, Riau, Indonesia. Politeknik Negeri Bengkalis was established by the Bengkalis Regency government in 2000 under the auspices of Yayasan Bangun Insani (YBI). Initially it was established under the name Bengkalis Shipbuilding Polytechnic, with 3 (three) study programs namely, Ship Electrical Engineering, Ship Building Engineering, and Ship Mechanical Engineering. Over time it changed its name to Politeknik Negeri Bengkalis, with 5 (five) study programs namely, Shipbuilding Engineering, Mechanical Engineering, Electrical Engineering, Civil Engineering, and Business Administration (Politeknik Negeri Bengkalis, 2017).

The admission of the first batch of Bengkalis State Polytechnic students was carried out in 2001. Finally, in 2011 the Bengkalis State Polytechnic changed its status to a State University (PTN), through the Regulation of the Minister of National Education No. 28 of 2011, concerning the Establishment of the Organization and Work Procedures of the Bengkalis State Polytechnic. Until finally the Bengkalis State Polytechnic officially became a State Polytechnic on December 26, 2011, which was inaugurated by the Minister of Education and Culture of the Republic of Indonesia.

From 2000 to 2024 Bengkalis State Polytechnic has 8 (eight) departments with 21 (twenty-one) study programs. At the Diploma 2 education level, namely, D2 Computer Network Administration, D2 Mechanical Manufacturing Engineering, D2 Welding and Fabrication Engineering. At the Diploma 3 education level, namely, D3 Shipbuilding Engineering, D3 Electronics Engineering, D3 Mechanical Engineering, D3 English, D3 Commercial Shipping Management, D3 Nautical, D3 Informatics Engineering, D3 Civil Engineering. And at the Diploma 4 level, namely, D4 Shipbuilding Architecture Engineering Technology, D4 Software Engineering, D4 Road and Bridge Design Engineering, D4 International Business Administration, D4 Public Financial Accounting, D4

Information Systems Security, D4 English for Business and Professional Communication, D4 Electrical Engineering, D4 Digital Business, D4 Production and Maintenance Mechanical Engineering.

Bengkalis State Polytechnic is a university that produces experts from State Universities in Bengkalis Regency with a Diploma 2 education level with a Young Expert degree, Diploma 3 with an Associate Expert degree and Diploma 4 with an Applied Bachelor degree with a curriculum oriented to the demands of a ready-to-use workforce, by implementing a program consisting of 40% theory and 60% practice. Until now, it has produced graduates who have entered the world of work and are widely spread in Indonesia, both in companies, even government and private agencies.

The International Business Administration Study Program is one of the Study Programs at Politeknik Negeri Bengkalis. This study program is engaged in Economics and Business, where students learn to get to know the business world and its scope, both in terms of handling letters, administration, offices, export and import to the corporate world with mastery of foreign languages. Politeknik Negeri Bengkalis is a vocational campus that educates students to create competent souls in various fields. Politeknik Negeri Bengkalis implements a practical work program which must be followed by all final semester students both in Government Agencies and in Private Agencies.

Practical work is a learning process by directly recognizing the scope of the real world of work. Each student is required to go directly to the world of work which is their respective fields, thus, each student is expected to be able to apply directly the knowledge they have learned before into the world of work. Thus, each student is expected to be able to directly apply the knowledge that has been learned before into the world of work. In addition, with practical work, students can increase their knowledge, skills, and experience in working which can later be applied in the real world of work. And also so that students can find out the profession and work atmosphere in accordance with their study program. Thus, practical work is a useful forum for students to use as a means of gaining

knowledge and work experience. Practical work is also one of the requirements for obtaining an applied bachelor's degree.

The practical work program for the International Business Administration study program is carried out in semester 8 (eight) with an implementation time of 4 (four) months, and students may choose their own place and location of practical work. However, before choosing a place to carry out this program, the practical work coordinator provides several choices of practical work places and students may search for the desired practical work place themselves. Thus, the author chose to carry out practical work in the financial sector, namely banking at PT Bank Rakyat Indonesia Selatpanjang Branch.

Bank Rakyat Indonesia (BRI) is one of the largest state-owned banks in Indonesia based on Government Regulation No. 1 of 1946 Article 1 states that BRI is the first Government Bank in the Republic of Indonesia. Bank Rakyat Indonesia (BRI) was established in Purwokerto, Central Java by Raden Bei Aria Wirjaatmadja on December 16, 1895. PT Bank Rakyat Indonesia Tbk is a state-owned company that continues to grow until it has subsidiaries that focus on various banking services for individual customers, small and medium enterprises, and corporations. In addition, BRI also provides various types of additional services such as insurance, safe deposit boxes, and remittance services that can facilitate customers in conducting banking transactions.

PT Bank Rakyat Indonesia is spread in almost all parts of Indonesia. Among them include Regional Office Work Units, Branch Offices, Sub-Branch Offices, Cash Offices, BRI Units and BRI Teras, all of which are connected in real time online. In Meranti Islands Regency itself there is one Bank Rakyat Indonesia (BRI) branch office located at Diponegoro, Selatpanjang, Tebing Tinggi sub-district, Meranti Islands Regency, Riau 28713. In one branch office there are 4 unit offices, including BRI unit Alah Air, BRI unit Tanjung Samak, BRI unit Imam Bonjol Tebingtinggi, and BRI unit Belitung.

1.2 Purpose of the Apprenticeship

The practical work activities of the State Polytechnic of Bengkalis for students majoring in international business administration, the International Business Administration study program are as follows:

1. To describe job descriptions at the BRI Selatpanjang Branch
2. To find out the place and time of the implementation of the work of Actors at the BRI Selatpanjang Branch
3. To explain the system procedures and procedures that exist in the BRI Selatpanjang Branch
4. To find out the obstacles and solutions during the implementation of practical work

1.3 Significances of the Apprenticeship

The practical work carried out is very beneficial for several parties such as students, companies and the State Polytechnic of Bengkalis.

1. For Students

There are several benefits from the implementation of practical work programs obtained by students, namely as follows:

- a. Get a certificate from the company if you have completed the practical work program.
- b. Students have the opportunity to be able to analyze problems related to science that are applied in work according to their study program.
- c. Students gain experience in applying the knowledge and skills gained from lectures.

2. For Companies

The benefits of implementing practical work programs are also obtained by companies/institutions that accept practical work students, such as:

- a. The company will receive labor assistance from students who do practical work so that the work becomes a little lighter and easier.
- b. There is good cooperation/relationship between the company and the campus where students do practical work.

- c. The company will be recognized by academics and the world of education.
3. For State Polytechnic of Bengkalis
- a. State Polytechnic of Bengkalis receives feedback from the world of work for curriculum development and learning processes.
 - b. State Polytechnic of Bengkalis receives feedback from organizations/companies on the abilities of students who take part in practical work in the world of work.
 - c. State Polytechnic of Bengkalis can improve the quality of its graduates through practical student work experience.