

**APPRENTICESHIP REPORT
SONA VIEW HOTEL
DUMAI-RIAU**

HINIRTA SUZILA

5203211150



**ENGLISH STUDY PROGRAM
LANGUAGE DEPARTEMENT
STATE POLYTECHNIC OFBENGKALIS
BENGKALIS**

2024

ACCEPTANCE SHEET

This is to certify that we have been examined the apprenticeship report of Hinirta Suzila Reg. Number 5203211155 who has done the apprenticeship at Sonaview Hotel started from February 26th to - July 26th 2024. This report is used for partial fulfillment of the State Polytechnic of Bengkalis. This report is complete and satisfactory in all respects, and any all revisions required by the apprenticeship report examine committee had been made.

Bengkalis, Juli 12th 2024

Accepted By:

Advisor



Desi Wahana, S.Pd.i., M.Li
NIP.198812012022032002

Approved By:

Head of English Study Program
State Polytechnic of Bengkalis



Ari Satria, M.pd.B.I
NIP.198805172015041002

APPROVAL SHEET

**APPROVAL SHEET
APPRENTICESHIP REPORT
SONA VIEW HOTEL
DUMAI-RIAU**

Written as one of the condition for completing apprenticeship

HINIRTA SUZILA

5203211150

Dumai, June 26th 2024

General Manager,
SonaView Hotel



**SONA VIEW
HOTEL**
Eka Sari Dewi
GENERAL MANAGER

Advisor



Desi Wahana, S.Pd.I., M.Li
NIP. 198812012022032002

Approved by,

Head of English Language Study Program

- State Polytechnic of Bengkalis



Ayu Satwita, M.Pd.B.I
NIP. 198805172015041002

AKNOWLEDGEMENT

Alhamdulillahirabbilalamin, all praise and gratitude to Allah subhanahu wa ta'ala who has given health benefits and opportunities so that the author can complete his internship report at the Sona View Hotel Dumai on time.

In preparing this, many parties provided suggestions, motivation and assistance in completing this report. The author would like to thank:

1. Johny Custer, S.T., M.T as the Director of State Polytechnic of Bengkalis.
2. Diah Paramita Sari, M.Pd as the Head of Language Department
3. Ari Satria, M. Pd.BI as the Head of English Study Program
4. Boni Saputra, S.Pd., M.Pd as the Academic advisor
5. Rionaldi, M.Pd., CICS as the Coordinator and Advisor of Apprenticeship.
6. Desi Wahana s.Pd.I., M.Li. as the advisor apprenticeship
7. All lecturers of Language Department

The author really needs suggestions and advice, finally the report can be completed on time, the author hopes it can be useful for readers.

Bengkalis, June 26th 2024

Hirita Suzila
Reg. Number 5203211150

TABLE OF CONTENTS

TITLE PAGE	I
APPROVAL SHEET	II
ACCEPTANCE SHEET	III
ACKNOWLEDGE	IV
TABLE OF CONTENTS	V
LIST OF TABLES	VI
LIST OF FIGURES	VII
LIST OF APPENDICES	VII
CHAPTER I INTRODUCTION	
1.1 Background of apprenticeship.....	1
1.2 Purpose of apprenticeship	2
1.3 Significance of apprenticeship	2
CHAPTER II GENERAL OF THE COMPANY	
2.1 Company Histor	3
2.2 Vision and Mission	4
2.3 Kind of business	4
2.4 Organization structure	4
CHAPTER III SCOPE OF THE APPRENTICESHIP	
3.1 Job description	7
3.2 System and Procedure	10
3.3Obstacle and Solution	13
3.4 Apprenticeship	9
CHAPTER IV CONCLUSION AND SUGGESTION	
4.1 Conclusion	29
4.2 Suggestion.....	29
REFERENCES	30
APPENDICES	31