

CHAPTER I

INTRODUCTION

1.1 Background of the Apprenticeship

In this era of globalization, every individual is required to be able to improve their quality and competence so that they are able to become individuals who are ready to compete in various sectors, especially in the industrial sector.

To meet these demands and achieve complete educational goals in tertiary institutions, it is felt that it is not enough if students only rely on theoretical knowledge obtained from college. Therefore, knowledge is needed to apply what has been learned so that students can practice the aspects required to enter the industrial world they will pursue later. In line with that, the university requires its students to take the apprenticeship course, which is held in even semesters.

Apprenticeship is an intra-curricular activity that is part of the State and Community Life (MBB) course for all majors at Bengkalis State Polytechnic. In general, the implementation of Field Work Practice is intended to improve students' abilities and skills in technology and directly apply these skills in various activities in industries and offices.

After completing specific apprenticeships, students are expected to gain industrial experience that includes planning, processing, and implementation within a work unit. The achievement of the apprenticeship objectives mentioned above ultimately refers to the development of professional students with broad skills and knowledge in the field of International Business Administration. With this capability, it is hoped that graduates of the Bachelor of Applied International Business Administration program at Bengkalis State Polytechnic will be able to apply their skills and knowledge.

The Bengkalis State Polytechnic also seeks to improve students' abilities by holding training in companies, so that it can realize the Polytechnic's mission to make workforce ready to use and have a well-executed link and match between the world of industry and the world of education.

Based on the above, the author as a student of the International Business Administration Study Programme is required to carry out apprenticeship activities for four months. The author has chosen PT Sekato Pratama Makmur as a place to carry out apprenticeship work activities. During the implementation of the apprenticeship, the author was assigned to the Administration Finance Division. As for the implementation of this apprenticeship work, it is hoped that it can add insight to the writer about various good and correct task implementations and enable the writer to face the real world of work with the experience that has been gained.

The main purpose of the apprenticeship at PT Sekato Pratama Makmur is because the company is involved in the management of acacia plants, which are an important part of the forestry and pulp industry. The apprenticeship offers the opportunity to learn and develop technical skills relevant to crop management, including cultivation, maintenance, and land management techniques. An apprenticeship in such a challenging environment will help develop interpersonal and professional skills, such as teamwork, time management, and problem-solving.

In addition to providing practical experience, apprenticeships also help students to develop social skills, interpersonal skills, and professional skills that are essential for success in the workplace. During this period, students can learn about the company culture, the work processes used, as well as gain insight into the industry they will be working in. The opportunity for students to investigate other professional disciplines and develop a deeper grasp of the career routes they are interested in is one of the primary advantages of apprenticeships. Furthermore, apprenticeships might provide them with the chance to develop important professional networks that can aid them in their post-graduation job hunt.

Students of the Business Administration Study Program hope that the apprenticeship activities will be able to make a major contribution to the development of knowledge, mastery of student skills, and be able to form professional and efficient academic human resources, in accordance with the vision and mission to be achieved by the Bengkalis State Polytechnic. With the method of apprenticeship, it can function to support skilled students to work in the

business world in accordance with the Business Administration Study Program. apprenticeship has been carried out in the section, namely KTU (Administration Finance) at PT Sekato Pratama Makmur, which has been conducted for 4 (four) months starting from 01 March to 30 June 2024.

1.2 Purpose of the Apprenticeship

Apprenticeship is one of the activities for Bengkalis State Polytechnic students to complete their studies. In general, the implementation of apprenticeship aims to see the relationship Hard Skills obtained during college with what is carried out at PT. Sekato Pratama Makmur Humus District. To achieve the expected results, it is necessary to know the objectives of holding the apprenticeship the practice is as follows:

1. To find out the specifications of the tasks carried out at PT Sekato Makmur District Humus in the KTU section (Administration Finance).
2. To find out the expected targets in doing work at PT Sekato Pratama Makmur Humus District, especially the KTU section (Administration Finance).
3. To find out the software and hardware used in doing work at PT Sekato Pratama Makmur Humus District.
4. To find out the equipment and tools used in doing work during the apprenticeship at PT Sekato Pratama Makmur Humus District.
5. To find out the data needed to do the job at PT Sekato Pratama Makmur Humus District, especially the KTU section (Administration Finance).
6. To find out the file documents generated during the work at PT Sekato Pratama Makmur Humus District, especially the KTU (Administration Finance) section.

1.3 Significance of Apprenticeship

The apprenticeship carried out is very beneficial for several parties such as students, companies and Bengkalis State Polytechnic.

1. For Students

There are several benefits from the implementation of the apprenticeship program that students get, namely as follows:

- a. Get a certificate from the company if you have completed a apprenticeship program.
- b. Receive holiday allowance and free fuel oil according to the agreement between the apprentice and the company.
- c. Students can develop working relationships and add experience to their resume.
- d. Students have the opportunity to be able to analyze problems related to knowledge applied in the world of work according to their study program.
- e. Students have the opportunity to apply theoretical/conceptual knowledge in the real world of work
- f. Students gain practical experience in applying theoretical/conceptual knowledge according to their study program.

2. For Companies

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

- a. Companies will receive labor assistance from students who do apprenticeship so that the work becomes a little lighter and easier.
- b. The company will be recognized by academics and the world of education.

3. For Bengkalis State Polytechnic

There are several benefits from the implementation of the apprenticeship program obtained by the Bengkalis State Polytechnic, namely as follows:

- a. Bengkalis State Polytechnic receives feedback from organizations/companies on the abilities of students participating in apprenticeship in the world of work.
- b. Bengkalis State Polytechnic can improve the quality of its graduates through student apprenticeship experience.

- c. There is good cooperation/relationship between campuses and companies where students do apprenticeship.
- d. Bengkalis Country receives feedback from the world of work for curriculum development and learning processes.
- e. Bengkalis State Polytechnic will be better known in the industrial or corporate world.