

CHAPTER I

INTRODUCTION

1.1 Background of the Apprenticeship

The government of Bengkalis Regency established a college called Bengkalis Shipbuilding Polytechnic through the Gema Bahari Foundation which offers three study programs: Ship Electrical Engineering, Ship Building Engineering, and Ship Mechanical Engineering. Over time, the Bengkalis Shipbuilding Polytechnic changed its name to the Bengkalis Polytechnic and came under the Bangun Insani Foundation (YBI) Bengkalis roof, which offers five-degree programs: Shipbuilding Engineering, Mechanical Engineering, Electrical Engineering, Civil Engineering and Business Administration. In July 2001, the Bengkalis Polytechnic of accepted the first batch of new students. In 2006, Bengkalis Polytechnic added two new study programs: Business English and Informatics Engineering.

According to the Minister of National Education's Regulation No. 28 of 2011 regarding the Establishment, Organization, and Work System of Bengkalis State Polytechnic (OTK Polbeng), Bengkalis Polytechnic formally became a State Polytechnic on December 26, 2011, and was dubbed Bengkalis State Polytechnic. The Minister of Education and Culture of the Republic of Indonesia presided over the inauguration of Bengkalis State Polytechnic. Eight departments are currently offered at Bengkalis State Polytechnic: English, Informatics Engineering, Mechanical Engineering, Electronics Engineering, Civil Engineering, Business Administration, Shipbuilding Engineering, and Maritime Studies.

Bengkalis State Polytechnic has 18 study programs of which there are nine DIII (Diploma III) study programs and nine D-IV (Diploma IV) study programs available at Bengkalis State Polytechnic. The D-III programs include English, Shipping Science, Maritime Business Administration, Business Administration, Informatics Engineering, Mechanical Engineering, Electronics Engineering, Civil Engineering, and Shipbuilding Engineering. The D-IV program covers the following topics: software engineering, ship architecture engineering technology,

business and professional communication in English, international communication, and business management.

Bengkalis State Polytechnic is a vocational institution that prepares its graduates to work as competent professionals in various industries. Bengkulu State Polytechnic implements a final semester program that must be followed by all students, namely Apprenticeship. Students can develop as individuals through the Apprenticeship Report before joining their profession. Bengkulu State Polytechnic students get many benefits from this curriculum, which also helps them develop themselves and improve their competencies.

Once students have earned all their academic credits and completed at least four semesters, the Apprenticeship Report is held. Four months are allocated for this program. The Apprentice required to complete a four-month Apprenticeship Report as a student of the Business Administration study program, based on the information provided above. The Apprentice decided to complete Apprenticeship at PT Riau Andalan Pulp and Paper because apprentice wanted to be able to apply the knowledge and theoretical concepts that apprentice had learned in the classroom to be used at the apprenticeship site. In addition, The Apprentice wanted to gain practical experience by using the theories and concepts that apprentice has learned in field of competence. In addition, Apprentice also had the opportunity to research issues related to applied knowledge.

The Apprentice was assigned to the GMO division of Unigraha Hotel during the implementation of the Apprenticeship Report. The term of the Apprenticeship Report is February 05, 2024 to June 05, 2024. Through this experience with the Apprenticeship Report, The Apprentice intend to have a broader understanding of the various activities that need to be done properly and efficiently, as well as get ready for the real world of work. The following are the objectives and benefits of the Apprenticeship Report.

1.2 Purposes of the Apprenticeship

Based on the above background; to achieve the desired results, it is important to understand the objectives of the apprenticeship work are as follows:

1. To understand the work requirements and work objectives expected of the GMO department at Unigraha Hotel.
2. To get to know the hardware and software used in the GMO department at Unigraha Hotel.
3. To recognize the parts and work positions that exist in Unigraha Hotel Pangkalan Kerinci.
4. To gather information, understanding documents, and notes made during the apprenticeship at Unigraha Hotel.
5. To understand the problems and solutions that occurred during the apprenticeship at Unigraha Hotel.

1.3 Significances of the Apprenticeship

1.3.1 Significances for the students

The expected benefits of the apprenticeship programme for students include various things, among others:

1. Increase practical understanding related to the theory learnt on campus.
2. Expand professional networks and building relationships with industry practitioners.
3. Develop work skills and soft skills such as communication and teamwork.
4. Gain first-hand insight into the work environment and work processes in a particular industry.
5. Gain real experience that can increase competitiveness in finding a job after graduation.

1.3.2 Significances for Bengkalis State Polytechnic

The expected benefits of the apprenticeship programme for Bengkalis State Polytechnic are as follows:

1. Bengkalis State Polytechnic can strengthen cooperation and friendship with PT Riau Andalan Pulp and Paper.
2. Bengkalis State Polytechnic can improve the competence of graduates who have experience in the industry.

3. Supporting the improvement of students' work readiness at Bengkalis State Polytechnic by introducing them to the real work environment.

1.3.3 Significances for the Company

The expected benefits of the apprenticeship programme for the company are as follows:

1. Building company relationships with educational institutions as strategic partners to support human resource development.
2. Increase company productivity with the help of interns in carrying out daily tasks or special projects.