

CHAPTER I

INTRODUCTION

1.1 Background of the Apprenticeship

The Bengkalis Regency Government through the Gema Bahari Foundation established a university called the Bengkalis Shipping Polytechnic, which has 3 (three) study programs, namely: Ship Electrical Engineering, Ship Building Engineering and Ship Mechanical Engineering. Then, under the auspices of the Bangun Insani Foundation (YBI), the Bengkalis Marine Polytechnic changed its name to Bengkalis Polytechnic by adding 5 (five) study programs, namely: Shipping Engineering, Mechanical Engineering, Electrical Engineering, Civil Engineering and Business Administration.

In July 2001, Bengkalis Polytechnic accepted the first batch of new students. Then in 2006, Bengkalis Polytechnic added 2 (two) new study programs, namely Business English and Informatics Engineering. Furthermore, on December 26, 2011, the Bengkalis Polytechnic officially became a State University (PTN) under the name State Polytechnic of Bengkalis through the Regulation of the Minister of National Education (Permendiknas) No. 28 of 2011 concerning the Establishment, Organization and Work Procedure of the State Polytechnic of Bengkalis and Culture of the Republic of Indonesia.

Then, from 2013 to 2016 the State Polytechnic of Bengkalis has added 11 (nine) new study programs, namely D4 Mechanical Production and Maintenance, D4 Electrical Engineering, D4 Road & Bridge Design Engineering, D3 Nautics, D3 Teknika, Management and Trading Ports, D4 Software Engineering, D4 International Business Administration and D4 Public Financial Accounting. And until 2021, the State Polytechnic of Bengkalis will again add 3 new study programs, namely D4 Marine Architecture Engineering Technology, D4 Information System Security, and D4 English. For Communication and Professionals. Thus, since 2000 until now the State Polytechnic of Bengkalis has 9 (eight) majors with 20 (twenty) study programs. State Polytechnic of Bengkalis is a vocational campus that educates its students to create a competent spirit in various fields. State Polytechnic of Bengkalis implements a practical

work program that is required to be followed by all final semester students. Apprenticeship or better known as “Practice Work” or also abbreviated as KP is a series of activities that include an understanding of scientific theories/concepts applied in work according to the field of study. Apprenticeship can increase students' knowledge and skills and can solve scientific problems in accordance with the theories they get in college. Apprenticeship is carried out so that students can understand and apply well about the field of study. In addition, so that students can know the profession and work atmosphere in accordance with their study program. So, practical work is a useful place for students to use as a tool to gain knowledge and work experience. Practical work is also one of the requirements for obtaining an applied bachelor's degree.

Most of the International Business Administration Study Program is ready to have competence. First, the students of the International Business Administration Study Program must be able to communicate using English (oral and written). Second, able to manage, operate, and save office documents and equipment. Finally, understand about export and import documents. Apprenticeship program helps students to apply and meet competence. Then, from these several options the author is interested in carrying out apprenticeship in the management, marketing, and financial sector, namely at PT. Pegadaian Area Pekanbaru.

PT. Pegadaian is a subsidiary of Bank Rakyat Indonesia which is engaged in three business lines, namely financing, gold and various services. PT. Pegadaian headquartered on Jl. Kramat Raya 162 Central Jakarta, Postal Code 10430, Indonesia. PT Pegadaian was founded on April 1, 1901 in Sukabumi, West Java. In 1905, Pegadaian took the form of an official body "Jawatan", but based on Government Regulation (PP) No. 73 of 2021, the form of legal entity changed from “Persero” to “Limited Liability Company” on September 23, 2021.

The author chooses PT Pegadaian Area Pekanbaru because the systems and procedures run by PT Pegadaian Area Pekanbaru are very relevant to the material that the author gets in International Business Administration Study Program. PT Pegadaian Area Pekanbaru is also one of the BUMN that supports the regional economy and also supports community resources in Riau. In addition, the author also has aspirations to have a job in the office sector. With the implementation of this internship, the author hopes to increase knowledge and skills in the office world so that it will be easier for the author to apply

for a job in the office sector. Based on the explanation above, the author has completed a practical work report on the work system at the Supporting Department at PT. Pegadaian Area Pekanbaru.

1.2. Purpose of the Apprenticeship

The practical work activities of State Polytechnic of Bengkalis students, International Business Administration study program have the following objectives:

1. To describe job descriptions during practical work.
2. To know the place and time of practical work.
3. To find out the obstacles and solutions during practical work.

1.3. Significances of the Apprenticeship

The practical work carried out is very beneficial for several parties such as students, companies and 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. Get pocket money and transportation according to the agreement between the practical work participants and the company.
- c. Students can develop work relationships and add experience to their resumes.
- d. Students have the opportunity to apply theoretical/conceptual knowledge in the real world of work.
- e. Students gain practical experience in applying theoretical/conceptual science according to their study program.
- f. Students have the opportunity to be able to analyze problems related to science that are applied in work according to their study program.

2. For Companies

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

- a. To provide knowledge for students about the world of work
- b. To develop and train student competencies

- c. As a form of implementation of the policy of implementing education partners with universities
3. For State Polytechnic of Bengkalis
- There are several benefits from implementing the practical work program obtained by the State Polytechnic of Bengkalis, which are as follows:
- a. To carry out cooperation and establish a harmonious relationship with the world of work, especially at PT Pegadaian Pekanbaru Area
 - b. Building connectivity with industry and for implementing the implementation of an independent campus.

