

CHAPTER I INTRODUCTION

1.1 Background of the Apprenticeship

Practical work is often referred to as practical or simulated work which is an important bridge between academic theory and the reality of the world of work. The program is designed to give students hands-on experience in the industrial world, so they can apply the knowledge gained in the classroom to solve real problems in business and communication.

For students of the English Study Program for Business and Professional Communication, Practical Work activities are a golden opportunity to practice communication skills in a professional context, as well as deepen their understanding of business ethics, work culture, and organizational dynamics. Through this activity, students not only strengthen their academic knowledge, but also equip themselves with practical skills that are needed to face challenges in the world of work after graduation.

More than just a compulsory course, Practical Work is a strategic investment in preparing for a career in the future. Through hands-on work experience, students can hone soft skills such as work ethic, effective communication, problem-solving, and teamwork skills that are highly valued by companies. In addition, Practical Work also opens up valuable opportunities to build professional networks with mentors, colleagues, and industry parties who can provide career opportunities in the future. Thus, Practical Work is an important step in the transition of students from the academic world to the professional world.

The Bengkalis State Polytechnic was established in 2001. Since its establishment, the Bengkalis State Polytechnic has become a vocational higher education institution that organizes Diploma III (D-III) and Applied Bachelor (D-IV) programs with eight majors and nineteen study programs, namely Marine Engineering, Mechanical Engineering, Electrical Engineering, Civil Engineering, Commercial Administration, Informatics Engineering, Languages, and Maritime.

Each department at the Bengkalis State Polytechnic has Industrial Visits (KI) and Practical Work (KP) activities as part of the curriculum.

The D-IV English Study Program for Business and Professional Communication is one of the study programs under the Department of Language that requires students to carry out Practical Work in government institutions and private companies for four months. In its implementation, students are placed in various institutions that are relevant to the field of study.

In this Practical Work activity, the author carried out an internship at PT Kilang Pertamina Internasional Refinery Unit II Production Sungai Pakning, a state-owned company engaged in the oil and gas sector, and is part of the Refinery Unit II Dumai. The internship activity was carried out for four months, starting from July 21, 2025 to November 21, 2025, at the Main Office of Pt Kilang Pertamina Internasional Ru li Production Sungai Pakning, precisely in the Security Administration Sector.

The Security Administration field has an important role in supporting the company's security operations, such as managing security data and documents, making ID cards, and managing SPM (Material Introductory Letter) documents. the preparation of incidental letters, as well as recapitulation of attendance and overtime security. Through this activity, students gain direct insight into the administration of security in the oil and gas industry environment which demands precision, responsibility, and high professionalism.

Based on this background, as a student of the English Study Program for Business and Professional Communication, the author carried out Practical Work in the Field of Security Administration, PT Kilang Pertamina Internasional Refinery Unit II Production Sungai Pakning. This program is expected to be a valuable experience in developing professional competencies in the field of business communication and supporting the achievement of educational goals at the Bengkalis State Polytechnic.

As a form of academic accountability, the author compiles a Practical Work report with the title

" PT Kilang Pertamina Internasional Refinery Unit II Production Sungai Pakning in the Field of Security Administration."

It is hoped that this report can provide benefits for authors, educational institutions, and readers who need information about the implementation of Practical Work in the industrial environment.

1.2 Purpose of the Apprenticeship

Practical Work is a learning activity that provides opportunities for students to apply knowledge from campus to the real world of work. Through this activity, students can gain experience, insight, and skills in the industrial field.

The objectives of the implementation of Practical Work for Bengkalis State Polytechnic students at PT Kilang Pertamina Internasional Refinery Unit II Production Sungai Pakning are as follows:

- a. Providing experience to the author in adapting to the actual working conditions within PT Kilang Pertamina Internasional Refinery Unit II Production Sungai Pakning.
- b. Develop technical skills and social interaction, such as time management, communication, teamwork, and professional responsibilities while carrying out Practical Work activities.
- c. Applying academic knowledge to real work situations.
- d. To improve the author's understanding of the company, company culture, and operational strategies implemented at PT Kilang Pertamina Internasional Refinery Unit II Production Sungai Pakning.
- e. Gain hands-on experience in maintaining operational safety through management, information, and communication aspects in the work environment.

1.3 Significance of the Apprenticeship

1. For Students:

- a. Students gain real experience in the world of work so that they understand how to work in the field.
- b. Practical work is one of the academic requirements to complete lectures.

- c. Students can get to know the responsibilities, culture, and work environment firsthand.
- d. Students can apply the knowledge that has been learned on campus while adding new knowledge from practical work.

2. For the Bengkalis State Polytechnic:

- a. Building good cooperation between campuses and partner agencies or companies.
- b. It is the basis for evaluation to adjust the curriculum to the needs of the industry.
- c. Improving the quality of graduates to be better prepared for the world of work.

3. For Companies:

- a. The company receives manpower assistance that can support operational activities.
- b. Showing the company's concern for the world of education through student development.
- c. Opening opportunities for companies to get to know competent prospective workers.