

CHAPTER I

INTRODUCTION

1.1 Background of the Apprenticeship

The development of today's workplace requires higher education graduates not only to have theoretical knowledge but also to possess practical skills, communication abilities, responsibility, accuracy, and adaptability. The knowledge obtained during lectures needs to be supported by direct work experience so that students can understand how academic concepts are applied in actual working situations. Through practical experience, students can also develop a better understanding of workplace demands, teamwork, problem-solving, and professional responsibilities. Internship experience has been shown to contribute positively to students' work readiness and the development of competencies required in a professional environment (Supriyanto et al., 2022).

The State Polytechnic of Bengkalis, as a vocational higher education institution, provides students with opportunities to develop their competencies through the Job Training (KP) program. For students of the D-IV International Business Administration Study Program under the Business Administration Department, Job Training serves as a learning process outside the classroom that allows students to apply knowledge related to administration, business communication, document management, teamwork, and office technology. This program also provides students with direct experience in adapting to organizational culture, work procedures, communication patterns, and professional responsibilities within a company.

In carrying out the Job Training program, the author chose PT Pertamina Patra Niaga RU II Production Sungai Pakning as the place to gain direct work experience and was assigned to the Corporate Social Responsibility (CSR) Division. The CSR Division plays an important role in maintaining relationships between the company, surrounding communities, and other stakeholders through various social and community empowerment programs. CSR activities at Sungai Pakning include the planning, implementation, reporting, and evaluation of

programs in several areas, such as education, public health, environmental management, infrastructure, and community development (Mashur et al., 2024). These activities are relevant to International Business Administration because they involve administration, communication, coordination, documentation, and interaction with various stakeholders.

The Job Training was conducted for approximately five months, from February 2, 2026, to June 30, 2026. During this period, the author had the opportunity to participate in administrative activities, document preparation, publication, coordination, field activities, and the implementation of CSR programs. Through these activities, the author gained a better understanding of the professional working environment while applying the knowledge and skills acquired during the D-IV International Business Administration Study Program. Therefore, this Job Training report was prepared as a form of academic accountability and as documentation of the activities, experiences, and knowledge obtained during the Job Training in the CSR Division of PT Pertamina Patra Niaga RU II Production Sungai Pakning.

1.2 Purpose of the Apprenticeship

From the purpose of these student apprenticeship activities on the international business study program are as from, it is:

1. To find out about the job description of the author during apprenticeship Corporate Social Responsibility PT Pertamina Patra Niaga RU II Production Sungai Pakning.
2. To learn about the operational system and procedures of the Corporate Social Responsibility programs within the company PT Pertamina Patra Niaga RU II Production Sungai Pakning.
3. To find out the place and time for PT Pertamina Patra Niaga RU II Production Sungai Pakning.
4. To learn about the kinds and descriptions of activities at the Corporate Social Responsibility PT Pertamina Patra Niaga RU II Production Sungai Pakning.

5. To identify obstacle and Solution of the job implantation during the apprenticeship activities at the Corporate Social Responsibility PT Pertamina Patra Niaga RU II Production Sungai Pakning.

1.3 Significances of the Apprenticeship

From the Significanes of these student apprenticeship activities on the international business study program are as from, it is:

1. For the Author

The significances of the apprenticeship of the student are as follow:

- a. To provide direct experience in performing administrative and communication-related tasks within a professional working environment.
- b. To improve the author's knowledge and practical skills, particularly in administration, documentation, communication, publication, and CSR program implementation.
- c. To develop professional attitudes, including discipline, responsibility, teamwork, accuracy, and adaptability.
- d. To provide a better understanding of the relationship between the theories studied in the International Business Administration Study Program and their application in the workplace.
- e. To serve as valuable preparation for entering the professional workplace in the future.

2. For the Academic

The benefits of the apprenticeship for the academic institution are as follows:

- a. To strengthen cooperation between Politeknik Negeri Bengkalis and PT Pertamina Patra Niaga RU II Production Sungai Pakning.
- b. To obtain information and feedback regarding the competencies required in the workplace as consideration for improving the learning process and curriculum.
- c. To evaluate the ability of students to apply the knowledge and skills acquired during their studies in an actual working environment.

- d. To serve as an academic reference for students who will conduct similar apprenticeships in the future.
- e. To support the institution's efforts to produce competent graduates who are prepared to meet the needs of the business and industrial sectors.

3. For the Company/Institution

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

- a. To support the company in carrying out administrative, documentation, publication, and field activities related to CSR programs.
- b. To provide additional ideas and perspectives from students that may contribute to the implementation and communication of community empowerment programs.
- c. To introduce the company's working environment, organizational culture, and CSR activities to students.
- d. To strengthen cooperation between the company and Politeknik Negeri Bengkalis in developing competent human resources.
- e. To provide the company with an opportunity to contribute to students' professional development through practical learning and workplace experience.