

CHAPTER I

INTRODUCTION

1.1 Background of the Apprenticeship

Bengkalis State Polytechnic is one of the vocational higher education institutions that plays a vital role in producing competent human resources who are ready to compete in the workforce. This institution was originally established by the Bengkalis Regency Government through the Gema Bahari Foundation under the name Bengkalis Maritime Polytechnic. In its early years, the polytechnic offered three programs of study: Maritime Electrical Engineering, Marine Engineering, and Maritime Mechanical Engineering.

In line with developments and the needs of the education sector, Bengkalis Maritime Polytechnic was reorganized into Bengkalis State Polytechnic, which is now managed by the Bengkalis Bangun Insani Foundation. Along with this change, the number of degree programs offered increased to five: Marine Engineering, Mechanical Engineering, Electrical Engineering, Civil Engineering, and Business Administration. In 2001, Bengkalis State Polytechnic began accepting its first cohort of students, and in 2006, it added two new degree programs: English and Computer Science.

On December 26, 2011, the Bengkalis State Polytechnic officially became a state higher education institution pursuant to Regulation of the Minister of National Education No. 28 of 2011 concerning the Establishment, Organization, and Operational Procedures of the Bengkalis State Polytechnic. The inauguration was presided over by the Minister of Education and Culture of the Republic of Indonesia. To date, Bengkalis State Polytechnic continues to grow, offering eight majors: Naval Architecture, Mechanical Engineering, Electrical Engineering, Civil Engineering, Business Administration, English, Computer Science, and Maritime Studies.

Currently, Bengkalis State Polytechnic offers 18 study programs consisting of 9 Diploma III (D-III) programs and 9 Applied Bachelor's (D-IV) programs. One

of the departments that continues to grow is the Department of Business Administration, which offers three study programs: the D-IV in International Business Administration, the D- IV Public Financial Accounting, and D-IV Digital Business. The International Business Administration program is designed to produce graduates who possess competencies in the fields of administration, business, and communication, and who are able to adapt to the increasingly dynamic developments in the business and industrial worlds.

As a vocational college, the Bengkalis State Polytechnic emphasizes a balance between theory and practice. One way this vocational education is implemented is through Apprenticeship (PKL) or Apprenticeships, which students are required to complete during their final semester. This program aims to provide students with real-world work experience, allowing them to apply the knowledge gained during their studies while developing the professional skills needed in the workplace.

The apprenticeship is conducted after students have completed at least seven semesters of coursework and met the established academic requirements. This program lasts for six months and is an important part of the students' learning process. Through this activity, students are expected to gain an understanding of real-world work conditions, enhance their competencies, and prepare themselves to enter the professional world.

As a student in the D-IV International Business Administration program, the author was required to complete a Apprenticeship as one of the academic requirements. For this Apprenticeship, the author chose PT. Indah Kiat Pulp and Paper Tbk – Perawang Mill as the placement site because the company is one of the largest pulp and paper manufacturers in Indonesia, featuring a professional work system and offering opportunities to gain work experience relevant to the author's field of study.

During the Apprenticeship, the author was assigned to the Port Operations Division, specifically in the Invoicing section. The Apprenticeship took place from February 3, 2026, to June 30, 2026. Through this assignment, the author had the opportunity to gain firsthand understanding of administrative processes and

document management, improve work skills, and develop the ability to apply the theories learned during their studies to real-world work environments. In addition, this experience also serves as a valuable means of preparing themselves to face the challenges and demands of the future workplace.

1.2 Purpose of the Apprenticeship

Apprenticeship is an academic activity designed to provide students with real-world work experience in their respective fields of study. The objectives of the Apprenticeship for students in the D-IV International Business Administration Program at the Bengkalis State Polytechnic are as follows:

1. To find out the job description during the Apprenticeship at the Port operational unit.
2. To explain work practice systems and procedures in the port operations.
3. To find out the work schedule for the port operational unit.
4. To find out the kind and description of the activity during the Apprenticeship at the Port Operations unit.
5. To find out the obstacles and solutions during the Apprenticeship at the Port Operation unit.

1.3 Significances of Apprenticeship

The implementation of the Field Work Program provides significant benefits to various parties, including students, companies, and the Bengkalis State Polytechnic. These benefits are as follows:

1. For Students

Field Work provides students with the opportunity to gain hands-on work experience in a professional setting. Through this program, students can apply the theories and knowledge they have acquired during their studies to real-world work situations. In addition, students can develop their analytical and communication skills, teamwork abilities, and problem-solving skills to address issues that arise in the workplace. This experience serves as invaluable preparation for entering the workforce after completing their education.

2. For Companies

The Field Work Placement Program benefits companies by fostering collaborative relationships with educational institutions. The presence of student interns can assist in carrying out various company operations in accordance with the company's needs and relevant fields. Additionally, companies have the opportunity to get to know and assess the abilities, skills, and work ethic of students as potential future employees. This program can also enhance the company's positive image within academic circles and the community.

3. For Bengkalis State Polytechnic

The Field Work Placement Program serves as a means for Bengkalis State Polytechnic to strengthen its relationships and cooperation with the business and industrial sectors. Through this program, the institution can gather feedback from companies regarding workforce competency needs, which can then inform curriculum evaluation and development to better align with industry demands. In addition, the experience students gain during their Apprenticeships helps improve the quality of graduates, making them better prepared to face the challenges of the workforce and equipping them with competencies aligned with current industry developments..