

CHAPTER I

INTRODUCTION

1.1 Background of the Apprenticeship

An apprenticeship program is an opportunity to gain real world work experience. It is hoped that every student will be able to participate in and understand this program so that each student can achieve something positive and beneficial for their future. (Dalimunthe et al., 2023).

Apprenticeship programs are a form of learning that provide students with the opportunity to gain hands on work experience in the business and industrial sectors. Through this program, students not only apply the knowledge they have acquired during their studies but also gain an understanding of real world work conditions, become familiar with organizational culture, and develop the technical and non technical skills required in the professional world. Therefore, every student is expected to actively participate in and make the most of their work placement so that they gain valuable experience to prepare them for entering the workforce in the future.

In addition to providing real world work experience, apprenticeship programs also offer various benefits, such as enhancing competencies, fostering a professional attitude, and developing communication skills, teamwork, and the ability to solve problems encountered in the workplace. This experience adds value for students by better preparing them to face competition in the job market after completing their education.

The significant benefits derived from apprenticeship programs have prompted the government to introduce the Merdeka Belajar Kampus Merdeka (MBKM) policy through the Ministry of Education, Culture, Research, and Technology of the Republic of Indonesia. This program provides students with broader opportunities to learn off campus through various activities, one of which is apprenticeship s. Through the MBKM program, students can practice, hone, and develop both academic and professional competencies in line with the needs of the workforce. Consequently, students are expected to gain relevant experience, enhance their

competitiveness, and become competent, adaptable human resources who are ready to contribute to future development.

The apprenticeship (KP) is a required course that students in the International Business Administration program must complete in their 8th (eighth) semester as one of the requirements for graduation. This program lasts approximately 4 (four) months and aims to provide students with the opportunity to apply the knowledge they have gained during their studies to real world work settings. The location for the apprenticeship may be determined based on a recommendation from the academic advisor or chosen independently by the student in accordance with their field of study. Based on these considerations, the author chose to conduct the apprenticeship at the Bengkalis Regency Department of Trade and Industry because this agency has a scope of work relevant to the field of business administration and provides an opportunity to understand government administration and public service management.

The Bengkalis Regency Trade and Industry Office is one of the Regional Apparatus Organizations (OPD) tasked with assisting the Regent in administering government affairs in the fields of trade and industry. This agency is responsible for formulating and implementing regional policies, providing guidance to business operators, developing the trade and industry sectors, and providing services to the public in accordance with applicable laws and regulations.

As a government agency responsible for supporting regional economic development, the Bengkalis Regency Department of Trade and Industry plays a vital role in enhancing the competitiveness of the trade and industrial sectors. Various programs implemented—such as capacity building for Micro, Small, and Medium Enterprises (MSMEs), the development of small and medium sized industries, the monitoring of goods in circulation, the stabilization of prices for basic necessities, and the improvement of public service quality—are all efforts aimed at driving regional economic growth. In addition, the Bengkalis Regency Trade and Industry Office continues to adapt to technological advancements and public service demands by improving the quality of its human resources, utilizing information technology, and implementing professional, effective, transparent, and

accountable governance practices.

Based on the above description, the author has compiled this apprenticeship report as a form of accountability for the completion of the apprenticeship at the Bengkalis Regency Department of Trade and Industry. This report also aims to document the experiences and knowledge gained during the apprenticeship.

1.2 Purpose of the Apprenticeship

The apprenticeship program is designed to equip students with practical experience and an understanding of the professional world. During the program, students learn through direct involvement in various workplace activities. Based on this, the apprenticeship program has the following objectives and benefits.

1.2.1 Purpose of Apprenticeship

The apprenticeship program for students at the State of Polytechnic Bengkalis, particularly those in the D-IV International Business Administration study program, has several objectives, both general and specific, including:

1. To learn about the job descriptions in the administrative division of the Bengkalis Regency Trade and Industry Office.
2. To understand the work systems and procedures implemented at the Bengkalis Regency Trade and Industry Office.
3. To learn about the location and schedule of the apprenticeship at the Bengkalis Regency Trade and Industry Office.
4. To understand the types of activities and tasks carried out during the apprenticeship in the administrative division.
5. To identify the obstacle the apprenticeship and the solutions implemented to overcome them.

1.2.2 Benefits of Apprenticeship

The benefits of participating in this apprenticeship program are as follows:

1. To enhance understanding of the job descriptions for administrative positions at the Bengkalis Regency Trade and Industry Office.

2. To enhance understanding of the work systems and procedures implemented at the Bengkalis Regency Trade and Industry Office.
3. To gain hands on work experience through participation in various administrative activities in accordance with the agency's standard working hours.
4. To expand knowledge and experience regarding various administrative activities and tasks carried out at the Bengkalis Regency Trade and Industry Office.
5. To improve the ability to identify challenges and find appropriate solutions during the apprenticeship.

1.3 Significances of the Apprenticeship

This apprenticeship offers a variety of benefits. Here are the benefits of participating in the apprenticeship program:

1. For Students

Apprenticeship programs provide students with the opportunity to apply the knowledge and skills they have acquired during their studies to the workplace. In addition, students can gain experience, improve their technical and non technical skills, gain a real world understanding of the work environment, and build professional relationships that will benefit their future career development.

2. For Department of Trade and Industry

The apprenticeship program benefits the Department of Trade and Industry by providing student support to assist with various operational and administrative activities. In addition, this program strengthens cooperation between the department and the State of Polytechnic Bengkalis and serves as a means to identify the potential and competencies of students as prospective highquality employees.

3. For the State Polytechnic of Bengkalis

The apprenticeship program serves as a means to strengthen cooperation between the Bengkalis State Polytechnic and the Department of Trade and

Industry. Through this program, the institution also gains insights into students' competencies during their apprenticeship s, which can be used as evaluation data for curriculum development, ensuring that the quality of graduates better aligns with the needs of the workforce.