

CHAPTER I

INTRODUCTION

1.1 Background of the Apprenticeship

State Polytechnic of Bengkalis is a polytechnic located in Bengkalis, Riau, Indonesia. Politeknik Negeri Bengkalis was established by the Bengkalis Regency government in 2000 under the auspices of *Yayasan Bangun Insani* (YBI). Initially it was established under the name Bengkalis Ship building Polytechnic, with 3 (three) study programs namely, Ship Electrical Engineering, Ship Building Engineering, and Ship Mechanical Engineering. Over time it changed its name to Politeknik Negeri Bengkalis, with 5 (five) study programs namely, Shipbuilding Engineering, Mechanical Engineering, Electrical Engineering, Civil Engineering, and Business Administration. In 2024, Bengkalis State Polytechnic has 9 departments and 21 study programs (Politeknik Negeri Bengkalis, n.d).

The International Business Administration Study Program is one of the Study Programs at Politeknik Negeri Bengkalis. This study program is engaged in Economics and Business, where students learn to get to know the business world and its scope, both in terms of handling letters, administration, offices, export and import to the corporate world with mastery of foreign languages. Politeknik Negeri Bengkalis is a vocational campus that educates students to create competent souls in various fields. Politeknik Negeri Bengkalis implements a practical work program which must be followed by all final semester students both in Government Agencies and in Private Agencies.

Apprenticeship, also known as Practical Work, is a series of activities in which students learn scientific theories and concepts to be applied in work relevant to their field of study. Internships have the potential to enhance students' knowledge and skills and help them solve scientific problems using the theories they learn in class. Internships are conducted to help students understand and apply their field of study. In addition, to provide students with an understanding of the work and work environment relevant to their study program. Therefore,

apprenticeship is a useful place for students to gain knowledge and work experience. One of the requirements for obtaining an applied bachelor's degree is to do apprenticeship.

In the Apprenticeship Program (KP), specifically for International Business Administration students, semester 8 (eight) apprenticeship activities are carried out in this program for about 4 (four) months. Students can choose their own apprenticeship location. However, the apprenticeship coordinator gives students several choices of apprenticeship sites before they choose the program location. From the various options available, the author was then interested in doing banking apprenticeship at PT. Bank Rakyat Indonesia Bengkalis Branch Office.

According to Bank Rakyat Indonesia (n.d), PT Bank Rakyat Indonesia (BRI) is one of the largest and oldest state-owned banks in Indonesia, with its head office located at Jendral Sudirman St. Kav. 44-46, Bendungan Hilir, Tanah Abang, Central Jakarta. BRI was founded in Purwokerto, Central Java by Raden Aria Wiriatmaja in 1895 under the name De Poerwokertosche Hulp-en Spaarbank der Indlandsche Hoofden. Initially, this institution functioned to manage the mosque's cash funds and distribute them to the community through a simple scheme. On February 22, 1946, the Indonesian Government changed the name of this institution to BRI through Government Regulation No. 1 of 1946, making it the first bank owned by the Government of the Republic of Indonesia. With an impressive history of more than 128 years, BRI has become a financial pillar that accommodates various customer needs quickly and efficiently.

Bank Rakyat Indonesia (BRI) covers almost all regions in Indonesia. It consists of work units of Regional Offices, Branch Offices, Sub-Branch Offices, Cash Offices, BRI Units, and BRI Teras which are all connected in real-time via the internet. The Bank Rakyat Indonesia (BRI) branch office in Bengkalis Regency is located on Jalan Jenderal Sudirman, Bengkalis City, Bengkalis District, Bengkalis Regency, Riau 28712. The BRI branch office in Bengkalis has 3 units or sub-branches, namely BRI Bengkalis Kota Unit, BRI Selatbaru Unit, BRI Sungai Pakning Unit.

During the practical work, the author was assigned to the Credit Administration department. The practical work was carried out from February 3 to June 5, 2025. This practical work is expected to broaden the author's knowledge on how to perform tasks properly and correctly, as well as to prepare the author to face the real world of work with the experience gained.

1.2 Purpose of the Apprenticeship

Apprenticeship or Practical Work (KP) is one of the activities for Bengkalis State Polytechnic students in completing their studies. To achieve the expected results, it is necessary to know the objectives of the apprenticeship, which are as follows:

1. To find out the Job Description at PT Bank Rakyat Indonesia (Persero) Tbk Bengkalis Branch Office.
2. To find out the work system and work procedures at PT Bank Rakyat Indonesia (Persero) Tbk Bengkalis Branch Office.
3. To find out the place and time of apprenticeship at PT Bank Rakyat Indonesia (Persero) Tbk Bengkalis Branch Office.
4. To find out kind and description of activity at PT Bank Rakyat Indonesia (Persero) Tbk Bengkalis Branch Office.
5. To find out the obstacles and solutions during apprenticeship at PT Bank Rakyat Indonesia (Persero) Tbk Bengkalis Branch Office.

1.3 Significances of the Apprenticeship

The benefits of the implementation of the Bengkalis State Polytechnic apprenticeship activities are as follows:

1.3.1 Significances for Students

There are several benefits from the implementation of the apprenticeship program obtained by students, namely as follows:

1. Students have the opportunity to apply theoretical knowledge or concepts in the real world of work.

2. Students gain practical experience in applying theoretical knowledge or concepts in accordance with their study program.
3. Students have the opportunity to be able to analyze problems related to the knowledge applied in work in accordance with their study program.
4. Students can develop work relationships and gain experience in resumes.
5. As one of the requirements that must be met to complete vocational education at Bengkalis State Polytechnic, especially Diploma IV in the International Business Administration Study Program.

1.3.2 Significances for the Company

The benefits of implementing the apprenticeship program are also obtained by companies or institutions that accept apprenticeship students, such as:

1. The company will get labor assistance from students who do apprenticeship so that the work becomes a little lighter and easier.
2. The company will be better known by academics and the world of education.

1.3.3 Significances for Campus

There are several benefits from the implementation of the apprenticeship program obtained by the Bengkalis State Polytechnic, namely as follows:

1. Polytechnic of Bengkalis obtains feedback from the world of work for curriculum development and learning processes.
2. The creation of good cooperation or relationship between the campus and the company where students do apprenticeship.
3. State Polytechnic of Bengkalis will be better known in the industrial or corporate world.