



**SCHOOL OF INFORMATION SCIENCE STUDIES COLLEGE OF COMPUTING,
INFORMATICS AND MATHEMATICS
UNIVERSITI TEKNOLOGI MARA REMBAU CAMPUS**

IMD310 - INDUSTRIAL TRAINING

**INDIVIDUAL ASSIGNMENT
INDUSTRIAL TRAINING REPORT**

**PANASONIC INDUSTRIAL DEVICES MALAYSIA (PIDMY)
HUMAN RESOURCE**

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SUBMISSION DATE
27TH OCTOBER 2024

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ABSTARCT

This report summarizes the key experiences and insights gained during internship at Panasonic Industrial Devices Malaysia (PIDMY) in the Human Resources (HR) department for 8 weeks, from 22nd July until 13th September. Throughout the training, actively involved in handling and managing HR records, recruitment processes and staff training programs. Besides, contributed to wellness activities, event assistance, and design work, which allowed to experience a broad spectrum of HR functions.

During this internship, manage to developed strong organizational skills through managing employee records and coordinating recruitment efforts. Involvement in training programs enhanced my understanding of workforce development, while participating in wellness initiatives and event management refined teamwork and creative skills. Moreover, get to improved time management abilities as balanced multiple responsibilities and learned to prioritize tasks effectively. Additionally, can enhanced communication skills by interacting with various stakeholders, which is crucial in the HR field, and gained a better understanding of working life dynamics.

Thus, this industrial training offered invaluable practical experience, improved my understanding of HR operations, and strengthened my communication, organizational, and event management abilities. It has prepared me to contribute meaningfully to HR roles in the future.

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