



UNIVERSITI
TEKNOLOGI
MARA

Cawangan Perlis
Kampus Arau

INDUSTRIAL TRAINING REPORT

AT UNIC LEISURE TRANSTOUR SDN. BHD

1 MARCH - 13 AUGUST 2024

unicgroup
of companies



Prepared by

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EXECUTIVE SUMMARY

This report outlines my six-month internship at Unic Leisure Group Sdn Bhd in Utan Aji, Perlis, which I completed to meet academic requirements for MGT 666 while also gaining practical job experience. As a financial trainee for Unic Maintenance, I was in charge of preparing supporting evidence for audits, managing UM's main account with Bank Islam, learning and implementing the full set of SQL accounting systems, and handling accounts for Go Bus Sdn. Bhd. and petty cash for construction projects. In addition, I ensured that financial data was accurately tracked and updated inside the SQL system.

This internship program also provides extensive experience in understanding the complexities of a full set of accounts. This experience taught my critical thinking and practical accounting abilities while also teaching me how to manage emotions, communicate successfully with the head of department, and balance responsibilities through self-scheduling. The problems were tackled with increased organizational abilities and a proactive attitude to issue resolution, which strengthened my position within the company.

Unic Leisure Group Sdn Bhd, a prominent bus sales and servicing company, also provides lorry, truck, and van repair. The encouraging workplace environment gave me the opportunity to explore and learn from practical activities, which enhanced my accounting knowledge and built my connections with coworkers and managers. This internship helped prepare me for future job opportunities by providing me with critical skills in filing, computer systems, and accounting procedures.



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3.0 Company Profile



COMPANY ADDRESS

HEADQUARTERS

Unic Leisure Transtour Sdn. Bhd.
Lot 2767, Mukim Utan Aji,
01000 Kangar, Perlis



OPERATION TIME

AT HEADQUARTERS AND BRANCHES

Monday until Friday	8.30 am to 5.30 pm
Saturday	8.30 am to 1.30 pm
Sunday	Closed



CONTACT DETAILS

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+604-9243133	+04-9243233
Website	
www.unicgroup.com.my	
Email	
mail2us@unicgroup.com.my	

About Company

Unic Leisure Transtour Sdn Bhd (ULT) is one of a top-tier provider in transportation solutions with over 25 years of industry expertise. As a one-stop shop for all transportation needs, ULT offers a comprehensive bus network with a wide selection of vehicles available for rent to cater to diverse passenger requirements. ULT partners with both public and private institutions to provide extensive bus services. Beyond rentals, this company offers flexible leasing options to simplify bus acquisition.

ULT manages all aspects of bus operations, meticulously planning routes and schedules while ensuring passenger safety and comfort. Unic Leisure's skilled technicians provide thorough repair and maintenance services, supported by a complete inventory of spare parts to ensure minimal downtime. Additionally, ULT specializes in bus body assembly and sales, offering a fully integrated bus solution with maintenance facilities, a paint workshop, a tire store, and an administrative office all under one roof. For those seeking exploration, ULT curates a variety of tour packages for both domestic and international adventures.

Extensive network and dedicated workforce make ULT operate a robust network, managing a fleet of 206 buses across eight states such as Perlis, Kedah, Penang, Perak, Selangor, Negeri Sembilan, Johor, and Kelantan. This extensive network is supported by a dedicated team of 236 employees who ensure exceptional service delivery and smooth operations.

