

PREPARED FOR:
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Date :
26 JULY 2024


INTERNSHIP REPORT

INDUSTRIAL TRAINING REPORT SWOT ANALYSIS

JABATAN KERJA RAYA
PERLIS

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2022907771

RBA2426C



■ EXECUTIVE SUMMARY

I have had the opportunity to watch and contribute to numerous elements of the organisation while working as an intern at JKR Perlis. As a result, I have gained insights into the organization's operations, issues, and strategic direction for the future. The following summary provides an overview of the most important experiences, observations, and recommendations that I gained during my internship. The internship was conducted in Jabatan Kerja Raya, in Perlis with spanning a duration of 01 March to 09 August 2024. I have been assigned to corporate division under the financial unit which is supervised Pn. Norhayana Binti Mohammad Fikri and Pn. Rita Wahyuni Binti Bakri. Our financial unit's function is to Manage government procurement by direct purchase/ quotation/ tender. Prepare, review and approve bill payment vouchers, travel claims, allowances and journal vouchers. Plan and monitor asset and inventory management. Throughout my 24 weeks at JKR PERLIS, I was responsible for managing jobs that focuses on prepare asset report and government vouchers, and more. I also worked closely with team members. All things considered, my internship at JKR PERLIS gave me a great foundation for both professional and personal development. Engaging in projects has taught me a lot, especially when it comes to actively participating in various teams and departments. My internship experiences have enhanced my resolve to pursue a career in finance and have not only reinforced my academic learning but also stoked my interest for the industry.



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■ JABATAN KERJA RAYA PERLIS

Before 1969, JKR Perlis was administered as part of JKR Kedah / Perlis Branch headed by "Executive Engineer". Until April 1970, JKR Perlis was separated from JKR Kedah and led by a Director, Ir. Lim Teik Mei. There are several divisions in jkr namely Corporate Division, Mechanical Division, Road Division, Material Measurement Division, Building Division, Electrical Division, Architect Division, Civil Division. State Integrated Asset Planning, State Special Project Team Division, Civil & Structural Design Division.

In Malaysia, the Public Works Department of Perlis, also known as Jabatan Kerja Raya Perlis (JKR Perlis), is in charge of planning, building, and maintaining public buildings and infrastructure. This includes bridges, roads, buildings, and other important features in the state of Perlis. The department's goal is to make sure that the state's infrastructure is safe, effective, and long-lasting so that it can help the economy grow and make people's lives better.

As part of the Public Works Department of Malaysia, JKR Perlis works to make sure that national policies and standards are followed while also meeting the needs and goals of the Perlis state government. Project management, engineering services, technical consulting, and maintaining existing infrastructure are some of the major things that the department does.

■ Details

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Mission

JKR contributes to the development of the country through:

- Assist clients in delivering policy and service results through strategic partner collaboration
- Standardization of processes and systems to deliver consistent results
- Provide effective and innovative asset and project management
- Empower existing engineering competencies
- Develop human capital and new competencies
- Adhering to integrity in delivering services
- Build a harmonious relationship with the community
- Maintain the environment in service delivery

Vision

- Through the use of cutting-edge technology and creative and inventive human resources, we aim to become a premier service provider and center of excellence in the fields of asset management, project management, and engineering services for the development of national infrastructure.

Objective

- As the Principal Consultant to the Malaysian Government, the objectives of the Public Works Department are to: "Deliver products and perform maintenance services on time, quality and cost to achieve optimal asset benefit".

