



## SURAT KEBENARAN

Tarikh : 15 AUGUST 2025

Kepada :

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<b>No. Matriks</b>	2023169023	<b>Nama Program</b>	BA242 (KEWANGAN)
<b>Tajuk Laporan</b>	INDUSTRIAL TRAINING AT AUTO HUB DATARAN MAYBANK	<b>Nama Syarikat</b>	MAYBANK, DATARAN MAYBANK

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3. Sekiranya terdapat sebarang masalah atau kebocoran maklumat sulit pihak organisasi tidak boleh mengenakan sebarang tindakan undang-undang kepada pihak universiti.

Yang Benar

.....  
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**No. Tel.** : 840512 - 14 - 5222  
**No. Faks** : EXECUTIVE  
AUTO HUB DATARAN MAYBANK

**Cop jabatan/organisasi:**





# EXECUTIVE SUMMARY

This report presents an overall experience of my 24-week internship at Auto Hub Dataran Maybank. Throughout this time, it captures and documents all of my personal and professional development, including encompassing interacting with the colleagues, adapting to a real-world work view, and also acquiring as much as information and abilities that relevant to my job which helps in my growth.

On Monday, March 3, 2025, I have started my internship with this organization. Not forget to mention, my supervisor, Puan 'Aishah binti Abdul Halim, the Executive Officer, has appointed by manager to assign me my first duty. Therefore, for the next 24 weeks, I will be an intern in the Security Department of the Auto Hub Dataran Maybank team.

Therefore, my profile and the company's profile, along with my training expertise, SWOT analysis, discussions, recommendations, and also conclusion, are together constitute well in this Industrial Training Report. The competitive position of the business, combining its advantages, disadvantages, opportunities, and threats, will be assessed by using the SWOT analysis. Using the SWOT analysis in order to evaluate Auto Hub Dataran Maybank's performance, this report will provide an abstract of my industrial training performance.

Both internal and external benefits were offered through the internship, such as getting to get along with the supportive team culture, financial compensation, and also favorable work environment. The employees of this specific department were my role models who always demonstrated to me all of the dedication, teamwork, and excellence.

To sum up, my overall understanding and experienced in insurance was also improved by this internship training, especially in the areas of insurance processing and Excel proficiency. Additionally, it also improved my ability to communicate and adapt well, where these are two qualities that are surely important for me in order to success in the workplace. The experience made it clear how important it is to pay an attention to the details, network effectively, and to never stop learning everything I could. In general, my comprehension of the finance and insurance industry has improved a lot. My internship at Maybank has given me a well-rounded education that equipped me for prospects in the banking sector in the future.



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# Table of Contents



<b>EXECUTIVE SUMMARY</b>	<b>02</b>
<b>CONTENTS</b>	<b>03</b>
<b>ACKNOWLEDGEMENT</b>	<b>04</b>
<b>STUDENT'S PROFILE</b>	<b>05 - 07</b>
<b>COMPANY'S PROFILE</b>	<b>08 - 15</b>
<b>TRAINING'S REFLECTION</b>	<b>18 - 19</b>
<b>SWOT ANALYSIS</b>	<b>20</b>
<b>RECOMMENDATION</b>	<b>21 - 28</b>
<b>CONCLUSION</b>	<b>29</b>
<b>REFERENCES</b>	<b>30</b>
<b>APPENDICES</b>	<b>31 - 32</b>



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# ACKNOWLEDGEMENT

Thank you to Allah SWT for guiding me and allowing me to successfully complete my internship training. I am grateful to the Almighty for providing chances and strength in order to complete my industrial training final report for my Bachelor of Business Administration (Hons) in Finance. During my internship at Auto Hub Dataran Maybank, I received great support from numerous colleagues. I am delighted to finally completed the report, and I would want to sincerely thank everyone who helped me to complete this report within the period given.

Firstly, I would like to express my gratitude to my reporting manager, Encik Indra bin Sabei and my industrial supervisor, Puan 'Aishah binti Abdul Halim, for their unwavering support and invaluable guidance, advice, and also motivation during my internship journey. Their advice, support, and ideas were priceless in helping me improve my understanding in the nature of my work. Not to mention, a huge thanks to the entire team of Security Department for their kind assistance and advise throughout this hands-on training. I would want to express my gratitude to them for their hospitality, which has made me feel at home and like I belong there as an intern. I might not be able to confront and resolve the challenges I meet throughout the process until my internship is successful without their assistance. I am really appreciative of them for giving me such kind support and direction.

I would like to express my sincere gratitude to my industrial training's coordinator, Dr. Nor Azmawati binti Husain and Dr Geetha Muthusamy, and my Faculty Advisor, Madam Khairunnisa' binti Yussof, for their consistent advice, encouragement, and comprehensive assistance, particularly in the preparation of this report, were greatly appreciated. I am deeply grateful for their leadership and guidance, which significantly contributed to the successful completion of this report.

Lastly, I extend my deepest gratitude to my parents and family for their unwavering support and understanding throughout my internship. Their cooperation was instrumental in my successful completion of this valuable experience. I am also immensely grateful to my friends for their unwavering support, encouragement, and invaluable guidance. Their willingness to share their knowledge and experiences made this 24-week journey truly enriching. These past few months have been a precious and unforgettable period in my life. I am truly fortunate to have their unwavering support, regardless of the challenges I faced. I sincerely pray for success and blessings for all those who have supported me on this journey.