



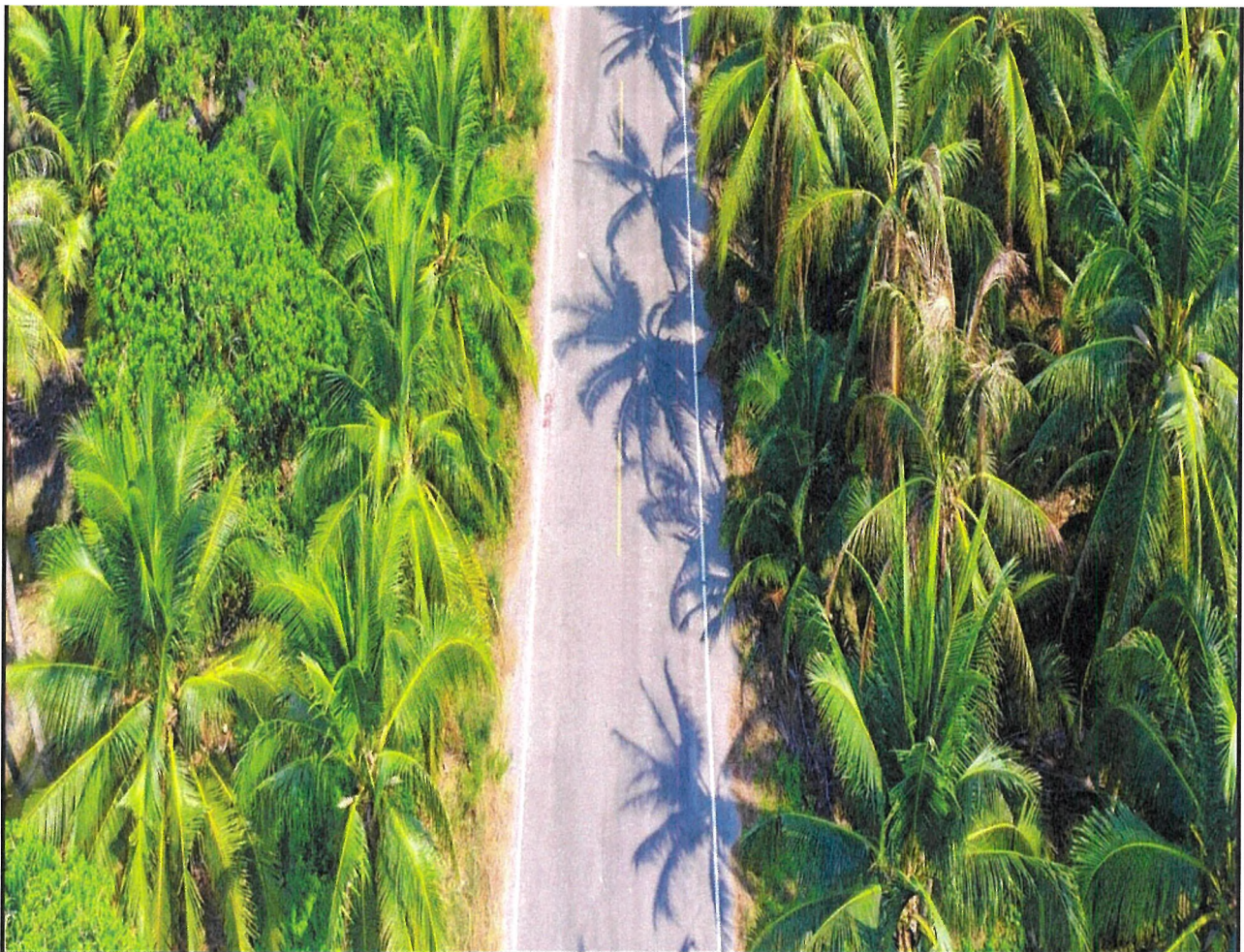
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INDUSTRIAL TRAINING REPORT AT MUIP PLANTATIONS SDN BHD

3 March 2025 – 15 August 2025

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EXECUTIVE SUMMARY

This internship report summarizes my industrial training at MUIP Plantations Sdn Bhd, which is a subsidiary of MUIP Holdings Sdn Bhd, located in Kuantan, Pahang. During my internship, I was assigned to be under the Human Resource Department, where I assisted in the payroll processing via the HR2000 system, managed documentations regarding the foreign worker abscondment cases, prepared monthly HR reports, and facilitated in the internal meetings and events, including sports day. This experience gave me the great opportunity and exposure to the actual HR practice in a plantation-based company. This report also includes a SWOT analysis of MUIP Plantations, followed by recommendations for improvement, and supported by reliable information and references. Overall, the internship has improved my understanding of HR functions and enhanced my readiness for future career opportunities.

ACKNOWLEDGEMENT

First and foremost, I would like to express my heartfelt thanks to MUIP Plantations Sdn Bhd for allowing me to complete my industrial training as a Human Resource Intern in their company. It has been an enriching and worth experience that has added much to my knowledge and personal growth.

In addition, I would like to express my sincere gratitude to my supervisor at MUIP Plantations, Puan Siti Kholijah, for her continuous guidance, support, and encouragement throughout my internship. Her openness to share knowledge and offer constructive feedback enabled me to acquire hands-on skills and gain a deeper insight into actual working conditions in the real world. I would also like to thank all the staff at MUIP Plantations for their cooperation and willingness to offer me a helping hand whenever I needed one.

I am also sincerely grateful for my supervisor, Madam Siti Musliha, for her guidance and suggestions during my internship period. I could not have finished my internship report without her support and direction.

Finally, I would like to thank my friends and family for their continuous support, which enabled me to remain focused and motivated during my internship. Once again, I would like to thank all those who made my internship experience worthy and enriching.

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