



# Internship Report

**Majlis Bandaraya Melaka Bersejarah (MBMB)**  
Government Council

Mac 2025 – August 2025



**Prepare By :**

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## **EXECUTIVE SUMMARY**

This report shares my experience during a 24-week internship at Majlis Bandaraya Melaka Bersejarah (MBMB), which started on 3 March and ended on 15 August 2025. It was prepared as part of the requirement for the subject Internship (MGT666) in my final semester.

In this report, I have included my updated resume and some background information about MBMB such as its history, vision, mission, goals and the types of services it provides. I also wrote about my daily tasks, responsibilities and the new things I have learned during the six months I was there. There is also a reflection section where I talked about what the internship taught me overall.

I also did a SWOT analysis of MBMB, where I looked at its strengths, weaknesses, opportunities and threats. Based on that, I gave a few suggestions on how MBMB could improve some areas. At the end of the report, I included a short summary of the main points and added references and appendices related to my internship.

## **ACKNOWLEDGEMENT**

Alhamdulillah, all praises to Allah for giving me the strength and courage to complete my internship and this report successfully.

I would like to sincerely thank Majlis Bandaraya Melaka Bersejarah (MBMB) for giving me the opportunity to undergo my internship at the organization. It has been a valuable experience that helped me grow professionally and personally. Special thanks to my internship supervisor and my advisor, Mrs Nadiatul Izma Binti Mohd Hamdan and Miss Jolin Norshyme Binti Hashim, for their patience, continuous guidance and encouragement throughout my internship period. I am grateful for the knowledge and insights shared with me.

I also would like to acknowledge the entire team at Jabatan Kewangan and Jabatan Penilaian dan Pengurusan Harta whose support and cooperation made my time at the organization enjoyable and meaningful. Their willingness to help me make a positive impact on my learning process.

My appreciation also goes to Universiti Teknologi MARA (UiTM) Bandaraya Melaka, particularly faculty of Business and Management, for making this internship a part of the academic curriculum and for providing the necessary guidance throughout the process.

Lastly, thank you to my beloved family and friends for always being there with me and their support, motivation and prayers during my internship journey.

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