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UNIVERSITI
TEKNOLOGI
MARA

HRM 666

Belux®

YEONG CHAUR SHING PAPER MILL SDN. BHD.

INDUSTRIAL



TRAINING

REPORT

YEONG CHAUR SHING PAPER MILL SDN. BHD.

PREPARED BY : HANIS FARHANA BINTI MAT KAMAR

STUDENT ID : 2022663956

PREPARED FOR : MADAM JOEAIZA BINTI JUHARI

BACHELOR OF BUSINESS ADMINISTRATION (HONS.) HUMAN RESOURCE MANAGEMENT

SURAT KEBENARAN

Tarikh : 18/7/2025

Kepada :

Penyelaras Latihan Praktikal

Fakulti Pengurusan Perniagaan
UiTM Kampus Bandaraya Melaka
110 Off Jalan Hang Tuah
75300 Melaka

No Tel : 06-285 7119 / 7190 / 7196

Email : praktikalfppmelaka@uitm.edu.my

Maklumbalas (/)



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Nama Pelajar	HANIS FARHANA BINTI MAT KAMAR.		
No. Matriks	2022663956	Nama Program	BA243
Tajuk Laporan	INDUSTRIAL TRAINING REPORT	Nama Syarikat	YEONG CHAUR SHING PAPER MILL SDN. BHD.

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Yang Benar

Nama Pegawai : NOR HANIMAH BINTI BADRON
Jawatan : HR & ADMIN EXECUTIVE
No. Tel. : 017-5132540
No. Faks : 06-3352540

Cop jabatan/organisasi:

YEONG CHAUR SHING PAPER MILL SDN. BHD.
ROC No: 197301002686 (16182-M)
Lot 736, Mukim Tampoi Krubong,
Melaka Tengah, 75250 Melaka.
Tel: 06-3352540 Fax: 06-3353909

EXECUTIVE SUMMARY

The report summarizes my 24-week industrial training experience from 3rd March 2025 to 15th August 2025 at Yeong Chaur Shing Paper Mill Sdn. Bhd. (YCS) a leading tissue paper manufacturer in Malaysia under the Belux brand. Established in 1973, YCS operates a fully automated factory in Melaka with over 230 staff and serves both local and international markets. The company's strong logistics network across Kuala Lumpur, Melaka, and Perak ensures efficient nationwide distribution.

During my internship, I was placed in the Human Resource Department as an intern in Administration and Human Resources. My working schedule was full-time from Monday to Saturday, providing me opportunity to gain practical experience and professional development in the field. The company has provided a monthly allowance of RM1,200, contributing to both my financial independence and motivation. Guidance from experienced professionals, including my Head of Department, supervisor, and Human Resources assistant, enriched my learning, especially in handling real-time Human Resources issues under tight deadlines.

Beyond Human Resources, I gained insights into YCS's SWOT analysis, which includes strengths, weaknesses, opportunities, and threats. The strengths for this company such as its in-house quality control system and strong brand recognition through Belux products. However, challenges such as high employee turnover, frequent machine downtime, high competition, and high reliance on foreign workers highlighted the weaknesses and threats of the company. I also learned about growth opportunities like increased e-commerce presence and expansion into international markets.

Overall, this internship has provided me with foundational skills in HR operations, strategic planning through SWOT analysis, and real real-world understanding of HR's role in business stability and growth. This experience has equipped me with a professional mindset and practical competencies to contribute effectively in the human resources field.

ACKNOWLEDGEMENT

First and foremost, I extend my deepest gratitude and praise to Allah SWT for His abundant blessings and guidance throughout the successful completion of my industrial training report (HRM 666). I would like to express my sincere appreciation to my advisor, Madam Joeaiza binti Juhari, for her continuous support, encouragement, and invaluable guidance. Her insightful advice and mentorship have been instrumental throughout the entire process of completing this report. I could not have asked for a more dedicated advisor during my degree studies.

In addition, an honourable mention goes to the company, Yeong Chaur Shing Paper Mill Sdn. Bhd. for giving me the opportunity to be part of their team. I am grateful for the welcoming and supportive atmosphere provided by the entire staff. I would like to express my heartfelt appreciation to my supervisor, Mrs. Nor Hanimah Binti Baderon for her invaluable guidance, support and encouragement throughout my internship at the company. Throughout the internship, she was helping me a lot and give me understanding the practical aspects of Human Resources. Other than that, she allowed me to gain meaningful insights into the professional working environment.

My heartfelt thanks also go to my beloved parents for their unconditional love, prayers, and sacrifices in educating and preparing me for my academic journey. I am equally grateful to my siblings for their understanding, patience, and support, especially during times when I had to prioritize my internship over spending time with them. I am truly thankful to my friends for their unwavering support and assistance greatly contributed to the accomplishment of this internship.

Lastly, I would like to express my gratitude to all those who have supported me in any way throughout this journey. May Allah reward each of you for your kindness and generosity.

Thank you.

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