



UNIVERSITI
TEKNOLOGI
MARA

Cawangan Melaka

HRM666 INDUSTRIAL TRAINING REPORT

**BACHELOR OF BUSINESS ADMINISTRATION
(HONS)**

NAMA COMPANY: PARIS BAGUETTE LOGISTICS SDN BHD

prepared by: AINA NABILAH BINTI AZARUDIN

prepared by: SIR AMMAR AMIERUL ZAHBA



PARIS BAGUETTE

SURAT KEBENARAN

Tarikh : 19/08/2025

Kepada :

Penyelaras Latihan Praktikal
Fakulti Pengurusan Perniagaan
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Tuan/Puan

Maklumbalas (/)



Setuju



Tidak Bersetuju

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Nama Pelajar	Aina Nabilah Binti Azarudin		
No. Matriks	2023105337	Nama Program	BA243
Tajuk Laporan	Industrial Training Report	Nama Syarikat	Paris Baguette Logistics Sdn Bhd

2. Tindakan ini adalah di bawah tanggungjawab dan kesedaran penuh oleh pihak organisasi.

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

Yang Benar



.....
Nama Pegawai : Muhammad Irfan farahi Bin Abd Malek
Jawatan : Senior Manager Human Resource
No. Tel. : 010-6641095
No. Faks : 07-8691888

Cop jabatan/organisasi:

PARIS BAGUETTE LOGISTICS SDN. BHD.
202001016720 (1373040-W)
No. 2, Jalan Teknologi Perintis 2,
Taman Teknologi Nusajaya,
79200 Iskandar Puteri,
Johor Darul Ta'zim, Malaysia

EXECUTIVE SUMMARY

Before receiving a bachelor's degree, industrial training involves placing students on the job in a company to obtain supervised practical training in the industry. Students were more equipped for real-world experiences that needed them to apply all of the knowledge, technical practice, and skills they had learned during their courses thanks to industrial training. Along with providing students with hands-on experience in real-world work environments, the industrial training program aims to enhance students' knowledge and abilities in their particular jobs.

One of the best chances for me to study and expand my knowledge is to work as an intern for 24 weeks at Paris Baguette Logistics Sdn Bhd. It has been an eye-opening experience, which I am grateful for. The purpose of this report is to show the development of my industrial training during these 24 weeks. This will include gaining knowledge and skills that are relevant to both professional and personal development, engaging with a large number of people, and becoming used to working in a real-world environment. On 1 March 2025, I began my industrial training under the supervision of Mr. Muhammad Irfan Farahi bin Abd Malek, Senior Manager of Human Resources. As a human resources intern, my duties and responsibilities mostly included managing daily office operations, monitoring file management tasks, and recruitment.

A SWOT analysis, discussion, recommendations, my profile, the firm profile, information about my training experience, and a conclusion are some of the important details included in this industrial training report. The company's position in the market will be assessed using SWOT analysis, which consists of its opportunities, threats, weaknesses, and strengths. This report will evaluate my performance throughout industrial training while watching the organization by conducting a SWOT analysis, looking at the performance, and providing specific recommendations for future progress.

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1.0 STUDENTS RESUME

AINA NABILAH BINTI AZARUDIN



OBJECTIVE

Motivated and highly organized Bachelor's degree student in Human Resource Management, I am eager to apply academic knowledge and passion for human resources in a professional setting. Equipped with hands-on experience in recruitment, employee relations, training, and performance management. With strong communication, organizational and problem-solving skills, I am excited to contributing to the success of an organization while developing essential HR skills.

EDUCATION

Bachelor Of Business Administration (Hons.) Human Resource Management **2023 – Present**
Universiti Teknologi MARA (UiTM) Kampus Bandaraya, Melaka

- **Key Subject:** Organizational Behaviour, Employment Law, Human Resource Development, Strategic HR Management, Talent Acquisition, Performance Management, Labor Relations, English for Academic Reading, Personal Financial Planning.
- **Dean's List:** {Semester 3 and 4}
- **CGPA:** 3.40
- **Muet:** Band 4

Diploma Of Business Studies **2019 – 2023**
Universiti Teknologi MARA (UiTM) Kampus Segamat, Johor

- **Key Subject:** Human Resource Management, Risk and Insurance, Microeconomics, Business Law, Organizational Behaviour, Operations Management and Information Technology in Business.
- **CGPA:** 3.04

SPM Malaysian Certificate of Education, SMK Kota Masai 2, Pasir Gudang **2019**
• **SPM:** 6 A's

SKILLS AND LANGUAGES

Technical Skills: Microsoft Word, Microsoft Excel, Microsoft Power point, Canva

Soft Skills:

- **Communication Skills:** Ability to listen and communicate clearly with teamwork
- **Problem-solving:** Ability to identified the problems and exchange ideas and find solutions.
- **Teamwork and Collaboration:** Ability to work with others and individually.
- **Adaptability:** Ability to adapt with new environment and circumstances.

Language: English (Fluent) and Malay (Native)