



UNIVERSITI
TEKNOLOGI
MARA

Cawangan Melaka
Kampus Bandaraya Melaka

FACULTY OF BUSINESS AND MANAGEMENT
BACHELOR OF BUSINESS ADMINISTRATION (HONS.) HUMAN RESOURCES
MANAGEMENT



JOBBUILDER
Boutique Recruitment Firm

INDUSTRIAL TRAINING REPOT AT
AGensi PEKERJAAN JOBBUILDER SDN BHD

SUBJECT CODE:

HRM666

SUBJECT NAME:

HR INTERNSHIP

PREPARED BY:

NAME	STUDENT ID	CLASS
HALISYHA SYUFINA BINTI NASRI	2023105135	BA2436C

PREPARED FOR:

MADAM NUR SYUHADA BINTI MUHAMMAD

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SURAT KEBENARAN

Tarikh : 22/10/2025

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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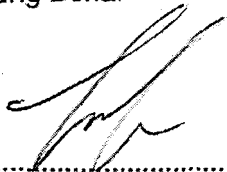
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Nama Pelajar	HALISYHA SYUFINA BINTI NASRI		
No. Matriks	2023105135	Nama Program	PENKURUSAN JUMBER MANUSIA
Tajuk Laporan	Laporan Latihan Industri	Nama Syarikat	AGENSI PEKERJAAN JOBBUILDER SDN. BHD

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

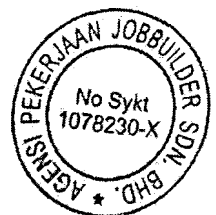
3. Sekiranya terdapat sebarang masalah atau kebocoran maklumat sulit pihak organisasi tidak boleh mengenakan sebarang tindakan undang-undang kepada pihak universiti.

Yang Benar



Nama Pegawai : Kio Ting Wei
Jawatan : Finance Executive
No. Tel. : 010-7662865
No. Faks :

Cop jabatan/organisasi:



EXECUTIVE SUMMARY

The company that I chose to do my internship with is, Jobbuilder Sdn. Bhd. This report will present the company's history, mission, goals, core values and services.

Jobbuilder headquarters located in Johor Bahru as a provider of human resources solutions. The company was founded in 2010 and focuses on recruitment, outsourcing and HR consulting services. Jobbuilder serves many clients from many sectors such as manufacturing, logistics, information technology and administrations. Jobbuilder is open Monday until Friday from 9:00 a.m. to 6:00 p.m.

Jobbuilder's mission is to become HR solution partner in Malaysia, enabling individuals and companies to thrive by integrity and innovation. Its goal is to provide dependable, technologically advanced human resource services that efficiently link companies and job seekers. The company has 4 key values which are integrity, passion, professionalism and people focus which is direct all its business operations and interactions with clients.

A managing director oversees the organization's structure, with assistance from several departments, including marketing, operations, finance, and human resources. To guarantee efficient daily operations and top-notch service delivery, every department collaborates with the others.

ACKNOWLEDGEMENT

First and foremost, I would like to express my deepest gratitude to Allah SWT for granting me the strength, patience, and perseverance to complete this industrial training report successfully.

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TABLE OF CONTENT

NO.	TITLE	PAGE NUMBER
1.0	Executive Summary	2
2.0	Table Of Content	3
3.0	Acknowledgement	4
4.0	Student's Profile	5-6
5.0	Company's Profile 5.1 Company's name, logo, location, operation hour 5.2 Vision, Mission, Objective, Goals 5.3 Background of establishment 5.4 Organizational Structure 5.5 Product/service offered	7-11
6.0	Training's Reflection	12
7.0	SWOT Analysis	13
8.0	Discussion and Recommendation 8.1 Discussion 8.1.1 Strength 8.1.2 Weakness 8.1.3 Opportunities 8.1.4 Threats 8.2 Recommendation 8.2.1 Strength 8.2.2 Weakness 8.2.3 Opportunities 8.2.4 Threats	14-29
9.0	Conclusion	30
10.0	Reference	31
11.0	Appendices	32