



FACULTY BUSINESS AND MANAGEMENT
UNIVERSITI TEKNOLOGI MARA
BANDARAYA MELAKA

BACHELOR DEGREE OF BUSINESS IN FINANCE (BA272)
PRACTICAL TRAINING (MGT667)

INDUSTRIAL TRAINING REPORT:
AFFIN BANK BERHAD (BANKING & FINANCIAL SERVICES)

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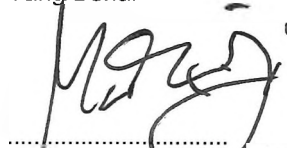
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EXECUTIVE SUMMARY

This industrial training report is prepared as part of the academic requirement for the completion of the Bachelor of Business in Finance programme at Universiti Teknologi MARA (UiTM). The internship was conducted at Affin Bank Berhad under the Group Corporate Banking Division, specifically within the Public Sector department, at the headquarters in Kuala Lumpur.

The internship programme was undertaken for a duration of sixteen weeks, from 22 September 2025 until 06 January 2026. Throughout the training period, the trainee was exposed to various aspects of corporate banking operations, particularly in supporting public sector clients. Key responsibilities included assisting in loan documentation checking and tracking, invoice monitoring, preparation of internal billing documentation, and supporting daily operational and reporting tasks. The trainee also gained hands-on experience in using Microsoft Excel for basic data analysis and reporting purposes.

This internship was a good practical exposure that supplemented the theoretical knowledge obtained in the academic studies. It provided the trainee with a better knowledge of the processes involved in corporate banking, sharpened analytical and organizational abilities, as well as, increased professional communication in a highly structured banking setting. Generally, industrial training experience was an important part of the personal and professional growth of the trainee, as it equipped her with future career opportunities in the banking and finance sector.

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