



PUTRA SPECIALIST HOSPITAL MELAKA



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INDUSTRIAL TRAINING REPORT

MGT 666

SURAT KEBENARAN

Tarikh : 3 DECEMBER 2025

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1.0.

EXECUTIVE SUMMARY

My incredible six-month industrial training began here at Putra Specialist Hospital (Melaka) Sdn. Bhd. Putra Specialist Hospital Melaka is a renowned healthcare facility in Malaysia that provides patients in Melaka and the surrounding areas with cutting-edge medical services and facilities. During my industrial training, I was asked to research the organisation and critically apply its theoretical components to the real-world situation. With the company's billing inpatient department, I was able to gain practical experience. There are sections in this report. My profile is included in the first section, then the company's profile and organisational structure. In the following section, I will discuss my training reflection and provide more information on my working hours, specifics, and accomplishments. The SWOT analysis, which is the fifth section, is where I will list the company's advantages, disadvantages, opportunities, and threats based on my observations and experience working there. Following that, I will offer my personal suggestions for resolving issues within the company and wrap up the report.

2.0. ACKNOWLEDGEMENT

First and foremost, I would like to thank Allah S.W.T, the Almighty, Alhamdulillah for His unending blessings, which made it possible for me to successfully finish my assignment. I would like to express my sincere gratitude to Sir Nur Elimtiaz Bin Abidin, Internship (MGT666) lecturer, for his valuable guidance and support in helping me complete my internship report and teach me about my assignment. His success is primarily due to his technical expertise, experience, and dynamic attitude. I also like to thank Sir Nur Elimtiaz Bin Abidin for his insightful remarks and challenging questions throughout his lecture and during the task I were given under his supervision. May Sir Nur Elimtiaz Bin Abidin be given health so that he can teach more students after this and be blessed with life.

Thank You.

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