



UNIVERSITI TEKNOLOGI MARA
FACULTY OF CIVIL ENGINEERING
INDUSTRIAL TRAINING REPORT

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Abstract

This industrial training examines students so that they can think why they should do the training and what the benefits that they will get if they do so. Not all students do their training in the consultant or lead certain project such as the construction of building, bridge or dam. Maybe there are some do the other job that related with the building services like maintenance in building or we can call this as building services. In my report, it explains the entire job that had been done in two months training under Facility Management of Division at Multimedia University.

There are several jobs that had been done to me which are the maintenance or in a simple word we can say the maintenance as the repairing damage equipment work in the buildings. This report also stated the conclusion which includes the pros and cons that I, as a student of civil engineering get when I involved in this training. A lot of advantages that I get from this training include the hard skills and the soft skills.

Last but not least, I hope, this industrial training will give advantages to students in their studies and their development in a longer period to become successful engineers one day.

Acknowledgement

Praise to Allah for two months I undergo my training that begins on April this year till early of June, I finally successfully completed my industrial training. I also would like to extend my thankfulness to the most precious persons in my life, my father and mother for all their moral support, financial support and also to my friends for never ending reminding me to always be honest and trustworthy during my training here. As for my supervisor from Universiti Teknologi Mara Pulau Pinang (UiTM), Siti Rahimah Roselli. I thank you for all the reprimand and guidance as it is very helpful for me in completing my report. Last but not least I would like to extend my appreciation to my industrial supervisor, Encik Abdullah Khir Abdul Rahman for his advices and patiently guiding me through while I working here as a trainee. Not forgotten for all the staffs working at Multimedia University in Facility Management of Division, I very much appreciate for their entire kindness helping and teaching me when I'm working there. I am very lucky to have such a helpful colleagues and I never felt left out in any situation.

I am entrusted to undergo my industrial training at Facility Management of Division in Multimedia University for two months before I can complete my subject course in order to graduate. During these two months working here I am exposed to many new things which are very valuable for me to learn and carry out with devotion when I face the real world of working in the future. Undergoing for industrial training has become one of the curricular that college student compulsory to attend especially for those who studied at IPTA. The motive of this action is to expose students and let them experience the environment of the real world of working before graduating. It is also to prepare students to face the real challenge and learn how to find solution when problem encountered besides completing the course. This exposure not only will prepare the students but it is also a great opportunity to gain knowledge at industry.

Besides that, it can prepare students on how to polish more their soft skill especially on how to communicate with others and learn to do work in a group. At college students usually communicate with people around their ages but when working there are differences in ages and this required communication skill. The period for completing industrial training is different according to course. Most of the courses need

to undergo more than two months training period in order to complete their practical based on their course but the period of time undergo this training is not the measurement to ensure the students will get full benefit out of it. If the students itself does not know how to grab the opportunity given even undergoing training for more than two months would be useless. Therefore it is important to make use of the chances given and make the best out of it as this experience is priceless and it would not be the same when we are working later.

I have learnt a lot of valuable things while working here. I realize that learning theoretical is never the same when it comes to practice. There are a lot more to master than just learning from book. For example it is impossible to master the etiquette of communicating with others from the book unless we put it in action. I also learned it is very important to know how to work as part of the team especially when you are working in a big organization. In order to complete the task given timing is also another crucial thing to take care of. As is it known, the world of working is a completely different phase compared to the time when we are studying; therefore by going for an industrial training it is in hope that the students are well prepared and have high confidence to serve the community. Students have to carry a big responsibility when working at industry and carry it with honesty and sincerity.