



اوتورسيتي تكنولوجي مارا
UNIVERSITI
TEKNOLOGI
MARA

Fakulti
Pengurusan
dan Perniagaan

INDUSTRIAL TRAINING REPORT (MGT666)

INDUSTRIAL TRAINING AT 2SB AGENCY, IPOH

1ST MARCH – 13TH AUGUST 2021

INTAN MARDHIAH BINTI ABDUL SAMAD | 2018227994

BUSINESS ADMINISTRATION HONS. FINANCE



2SB AGENCY
SAMA-SAMA BERJAYA



**AIA PUBLIC
TAKAFUL**

EXECUTIVE SUMMARY

One of the core courses under the Bachelor of Business Administration (Finance) program offered by Universiti Teknologi Mara (UiTM) is MGT666 Industrial Training. The course offers a temporary position at the working environment for a base time of twenty-four weeks. My vital and enlightening twenty-four weeks stretch of mechanical preparing started here at 2SB Agency, the takaful insurance agency that works under AIA Public Takaful Bhd. My industrial training venture began on first March 2021 and finish on 13th August 2021. The principal objective for this industrial training is to open understudies to get work information, foster work abilities, acquire insight, and work esteems at a working environment in an association. In this manner, the understudy can intellectually and truly plan for the workspace. Next is to foster self-potential, self-awareness, and qualities as far as trustworthiness, inventiveness, scholarly abilities, work employability abilities, work capabilities, business venture abilities, and individual abilities.

2SB Agency was set up toward the beginning of March 2019, it is a recently conceived organization as it works for around two years. Thus, it will be a difficult assignment for me. This office is situated at Ipoh, Perak. This organization was made under AIA PUBLIC Takaful Bhd. which is mutually possessed by AIA Bhd., Public Bank Berhad and Public Islamic Bank Berhad. This organization is focused on offering the right Shariah arrangements in assisting their clients with setting up life's vulnerabilities and to get their monetary and insurance needs. The advantage that I can acquire from here is this organization gives a remittance to the student.

While working at 2SB Agency, I have apportioned at the organization division as a clerical specialist, and I acquired a great deal of useful information identified with the actuarial working field like Adobe Illustrator (Ai), and Visual Basic for Application (VBA). Other than working, I have known a lot of incredible individuals and take in heaps of stuff from them. Finally, this report will express my industrial training as a component of 2SB Agency staff for twenty-four weeks in the organization office. I hope that this report will meet the prerequisite required.

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3.0 COMPANY'S PROFILE


Company Name		2SB Agency
		
Company Address		AIA Customer Centre, E-6-8, 6th Floor Soho Ipoh, Jalan Sultan Idris Shah, 30000 Ipoh, Perak.
Operations Hour		<ul style="list-style-type: none">Monday – Friday: 8:30 am – 6pmSaturday – Sunday: Closed

Table 1: Details of Company

3.1 Company Background

2SB Agency was set up toward the beginning of March 2019. 2SB Agency which means "Sama-Sama Berjaya" was established through the consolidation of a few Life Insurance Agency bunches what share a typical vision, mission, and reasoning. 2SB is a really "multi-layer" bunch because of its remarkable collaboration and the cooperative energy impact of its numerous expert individuals. By restricting the labour force to satisfy singular requests, 2SB trusts in territorial organization help. 2SB's special quality and conviction have empowered us to extend our activity and be a main Agency power inside AIA Public Takaful Berhad.

2SB Agency's vision is to turn into the most lofty organization bunch in AIA Public Takaful Berhad. The mission is to make a solid, agreeable, and lively group, a guideline of genuineness, to develop a gathering of expert, high usefulness, and high profit protection business people. At last, the organization will probably turn into the favoured supplier of monetary assurance administrations dependent on the standards and decisions of shariah.

3.2 Organization Structure

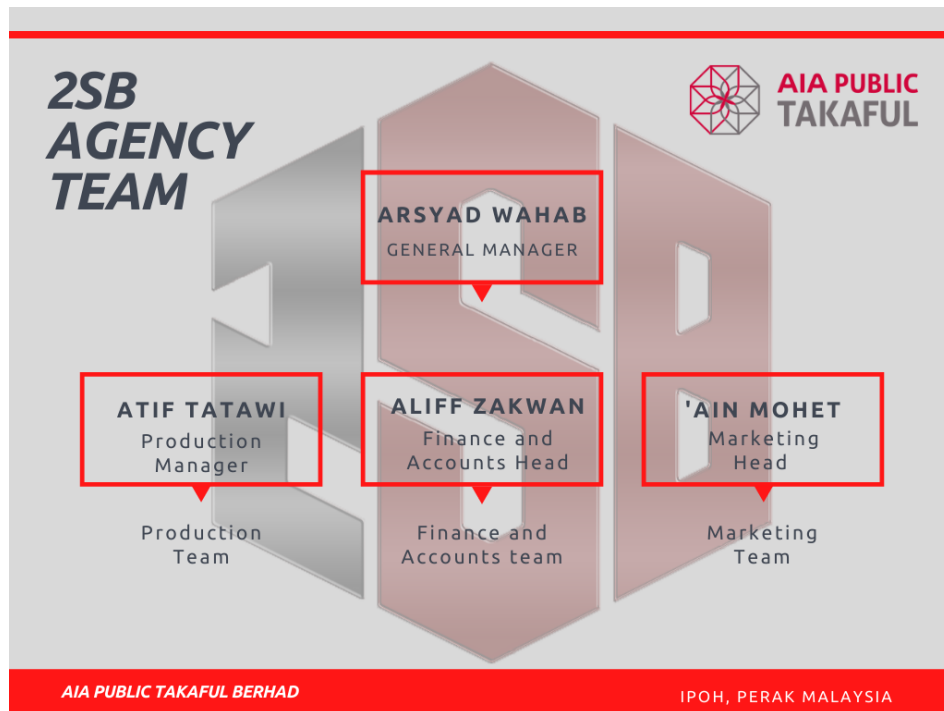


Figure 2: 2SB Organizational Chart

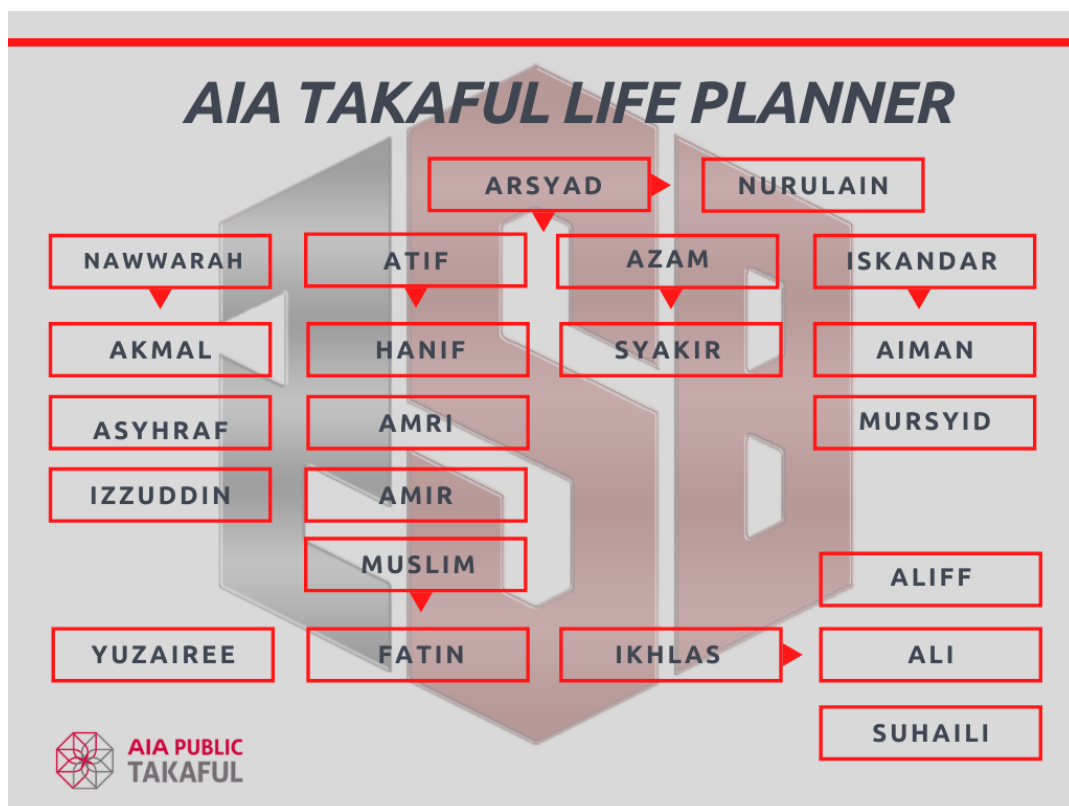


Figure 3: AIA Takaful Life Planner