



اَوْنِيُوْ سِيْتِيْ سِيْكَوْلُوْجِيْ مَارَا
UNIVERSITI
TEKNOLOGI
MARA



INTERNSHIP

(MGT666)

**ACADEMIC CONSTRUCTS USING SWOT ANALYSIS AT SID
PROPERTY MANAGEMENT**

PREPARED BY:

WAN MUHAMMAD FARKHAN BIN WAN AMAN

STUDENT ID:

2020448858

TITLE:

INDUSTRIAL TRAINING REPORT

PREPARED FOR:

DR MOHD HAFIZ BIN BAKAR

SUBMISSION DATE:

2/8/2023

Executive Summary

"No matter how many mistakes you make or how slow your progress, you are still a way ahead of everyone who isn't trying," Tony Robbins once said. This quote refers how process is very important to step up our quality. In 24 weeks of industrial training at SID PROPERTY MANAGEMENT, I had an experience that was both exhilarating and important, and this phrase is apt to describe it. On March 1st 2023, I began my industrial training at SID PROPERTY MANAGEMENT, which will last until August 2023. I was assigned to the Department of Finance and Operation for the Melaka's branch. This report offers an overview of the company and my internship. My readiness for a real working life both physically and mentally was greatly influenced by my prior career.

The report will begin with an overview of the background of the company as a whole, including its vision and mission, organizational structure and product supply. I've also submitted my resume that details my internship experience. Then, where I go into more detail, which my training outcome. My supervisor, Mr Saiful Islam Bin Dimiyati, also a director manager, have helped and guided me understand a lot about how to manage finance and operation in the company.

In addition, I included an observation on Sid Property Management that outlined the company's SWOT analysis. This SWOT analysis is including strengths, weaknesses, opportunities and threats. Besides that, there are also suggestions and in-depth analyses of the discussions. Students will have the skills essential to complete for higher-paying employment after their complete the internship. Additionally, it introduces students to the workforce, where they can develop their talents and becomes more marketable. Besides that, the advantages of industry training include exposing student to the reality of work and helping them develop their personalities, communication skills and discipline by modelling good work ethics and regulations.

Acknowledgement

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

First of all I want to say Alhamdulillah, I very grateful to Allah S.W.T for allowing me to complete this internship report, which was a requirement for the course work evaluation for the code MGT666.

I would like to start by expressing my gratitude to my advisor, Dr Mohd Hafiz Bin Bakar for her advice, reassurance and moral support as I completed this report. In addition to providing me with a plethora of knowledge during the report's implementation, I want to thank you for your compassion and patience in responding to my question and concern this internship.

Besides that, I would to thank to my family for supporting me in whatever I do dan for giving me the strength to pursue my journey in degree. I want to express my gratitude to my siblings who helped me both financially and emotionally. To my classmates, I want to say thank you very much who have consistently support and encourage me by contributing their insightful feedback, ideas and advice to make sure my report is handed in on time.

Lastly, I would like to thank to Mr Saiful Islam Bin Dimiyati as the director manager of Sid Property Management because gave me an opportunity to do internship in this company. He also teach, guide, and listening my problem during internship. I want to sincerely thank the employees of Sid Property Management for being supportive and helpful in giving me the knowledge and information I needed for my report and my task during internship. They also gave me a lovely and appropriate treat each day of my internship. I genuinely hope to collaborate with them once more in the future.

1. Student Profile



**WAN MUHAMMAD
FARKHAN BIN
WAN AMAN**

FRESH GRADUATE



Contact



Education

Bachelor of Business
Administration (Hons) Finance
University Teknologi Mara
2020-2023

Diploma in Planting
Management
University Teknologi Mara
2017-2019



Skills

- Team work
- Leadership
- Adaptability
- Problem Solving
- Communication



Objective

My goal is to gain new experience in the business field where I can utilize my knowledge and skills. I am highly motivated person and can work under pressure. I am passionate in learning new things to cooperate with others.



Work Experience

INTERNSHIP- FINANCE AND OPERATION 2023-2023
SID PROPERTY MANAGEMENT

- Checking tenders, update invoice and many more at E-PEROLEHAN
- E-Perolehan analysis
- Attend weekly meeting

FOOD HANDLER 2022-2023
PIZZA HUT

- Greet customers warmly and take orders accurately
- Respond promptly to customers inquiries and complaints.
- Prepare foods according to customer order
- Follow the instruction from restaurant's manager

LIFE GUARD 2018-2018
MELAKA WONDERLAND

- Controlling unruly behaviours
- Giving advice on water safety
- Spotting hazards and preventing accidents

FOOD HANDLER 2017-2018
KENNY ROGER ROASTER

- Greet customers warmly and take orders accurately
- Respond promptly to customers inquiries and complaints.
- Prepare foods according to customer order
- Follow the instruction from restaurant's manager



References

DR MOHD HAFIZ BAKAR
Academic advisor

SAIFUL ISLAM BIN DIMYATI
Supervisor

2. Company's Background



Headquarters at Bandar Baru Nilai

Sid Property Management (M) SDN. BHD. was established on January 22, 2019, in the lodging service sector. It was established in accordance with the Companies Act 2016. This company is private and owned by young professional bumiputera. This company provide in a variety of services, including administration of safety buildings, cleaning and maintenance tasks, other public order, safety-related matters, furniture and combined facilities support operations. Additionally, this company has registered in the necessary scope at Companies Commission of Malaysia (SSM) and the Ministry of Finance (MOF).

Besides that, the headquarters of Sid Property Management (M) SDN. BHD is located at Bandar Baru Nilai. The reason why this place is chosen because office operating costs is reasonable in addition the office's proximity to KFC, Nilai Square and Mosque of Bandar Baru Nilai will ease the staff. The HQ is also closer to other facilities like Aeon and it takes around 10 minutes by using car. After a year operation, this company open the new branch which located at Bukit Payong, Terengganu. This branch serves as a warehouse to store the inventory and provide services to the targeted area in Terengganu. This branch is concentrated on disposal and supply, maintenance and hostel leasing. This branch receives recognition from the community in that year for the services and deals it has to provide. In 2022, the new branch was launch in Bukit Baru, Melaka. This branch will ease the company for deal with client if the client comes from this state and area.

Together with his brilliant crew, the company's professional and talented director, who founded the business, can take it to the next step in the marketplace. On the reverse side, personnel who are knowledgeable in a variety of specialisations may potentially produce a higher return in the future. SID Property Management (M) Sdn. Bhd.'s involvement in business will therefore help Malay entrepreneurs succeed as business owners in the future.