



اَوْنُوْ رَسِيْئِيْ تَتَكَبَّرُوْا كِيْ مَارَا
UNIVERSITI
TEKNOLOGI
MARA

Cawangan Perlis
Kampus Arau



SCHOOL OF MEDICAL SCIENCES, USM

INTERNSHIP REPORT

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01. EXECUTIVE SUMMARY

This internship report stresses the work experience I have gathered as an intern in the Human Resource and Administration department of the School of Medical Sciences also known as Pusat Pengajian Sains Perubatan (PPSP) at USM Kubang Kerian, Kelantan from 1st September 2023 until 9th February 2024. The company has given me lots of wonderful and useful memories during my 6-month of industrial training.

In this report, I have written a little bit about my profile as an undergraduate student by attaching my resume. After that, I also added the company's profile such as business core, logo, vision, mission, location, and also their product offered. The company's primary business is healthcare and medical practices where they provide a wide range of programs that mainly focus on medical and health-related disciplines.

Next, in the training reflection part, I was assigned to be in the Human Resources department. The experience working in the company has made me improve in a lot of new things such as my soft skills and computer skills as I completed all the tasks given by my subordinates. The company also has offered me a lot of benefits such as their training and development, recruitment and selection, retirement process, and compensation management followed by learning how to use their software.

Moreover, this report also will discuss PESTEL and SWOT analysis. SWOT analysis is to analyze its current situation by internal strengths, internal weaknesses, external opportunities, and external threats meanwhile PESTEL includes 6 components. Therefore, discussion and recommendations can be made as the company analysis is ready which aims to improve the company's business growth and performance that is affected by some issues and problems.

As a conclusion, the process of completing this report has made me understand more about how PPSP in USM works as a whole. All the experiences and knowledge gained in the company exposed me to the reality of the working environment in the industry which opened my mind. In the future, I hope this internship experience will guide me to survive in the working industry.

03. COMPANY'S PROFILE

3.1 NAME, BACKGROUND AND LOCATION

The School of Medical Sciences, Universiti Sains Malaysia (USM) was established in 1979, as the 3rd medical school in Malaysia. In 1990, the school which was originally based at the main USM Campus in Penang had been relocated to Kubang Kerian, Kelantan, East Coast of Malaysia where the teaching Hospital USM was built. The School of Medical Sciences, USM strives to be a center of academic excellence, providing medical education and training of the highest standard and being a leader in research and innovation in the field of medical science and technology. Below is the picture of the School of Medical Sciences (PPSP), USM.



Official picture of School of Medical Sciences (PPSP), USM

The in-depth background of the School of Medical Sciences, the school became an offshore campus in 2009, located in Belgaum, Kamataka state, India. This offshore campus; Universiti Sains Malaysia-Kamataka Education, International Medical Program (USM-KLE, IMP) is a joint venture with a highly reputable private academic body of India which is known as the Kamataka Lingayat Education Society.

Besides, USM provides academics with the resources they need to advance research and innovation that is recognized and has a positive influence on society and the survival of a sustainable world. They also indicated that continual professional growth and being current with technology are essential for academic performance. USM was awarded as one of the first universities that gained APEX status and one of the four universities with the status of University Research (RU).