

INTERNSHIP REPORT AT ROCKWELL GLOBAL SOLUTION

ROCKWELL
GLOBAL SOLUTIONS



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2023607858

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SURAT KEBENARAN

Tarikh : 30 Januari 2026

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Tajuk Laporan	INTERNSHIP REPORT	Nama Syarikat	ROCKWELL GLOBAL SOLUTIONS

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EXECUTIVE SUMMARY

This report on the internship is based on a successful six-month internship with Rockwell Global Solutions in Batu Pahat, Johor. This internship's primary goals were to improve students' practical skills such as communication, cooperation, problem-solving, and time management and to expose them to a real working environment. I was assigned to an company secretary related position throughout my internship, working under the guidance of seasoned employees.

I worked on a variety of projects during the internship, such as document resolution preparation, Annual Return data input, corporate secretarial assistance, and everyday office operations support. Through these assignments, I was able to gain a deeper understanding of how consulting and company secretary services function in an actual corporate environment, particularly with regard to compliance, paperwork, and client coordination. The internship allowed me to apply the theories and concepts learned at university to real working situations, which helped me better understand how they are used in practice.

An overview of Rockwell Global Solutions is given in this report, which includes information on the company's history, organizational structure, and services. Along with the abilities and information I acquired during the training time, it also details my tasks and responsibilities during the internship. The company's strengths, weaknesses, opportunities, and threats are also assessed using a SWOT analysis, which is followed by a number of suggestions to help it become more competitive. All things considered, my internship was a worthwhile and significant experience that aided in my professional and personal development and better equipped me for work in the real world business field.

ACKNOWLEDGEMENT

In the beginning, I want to thank Allah SWT for his strength, health and patience throughout my time here as an intern. By God's grace and guidance, I have completed my internship successfully with much information and knowledge. I also want to extend my sincere thanks to Rockwell Global Solutions for the opportunity to be an intern at their company.

I would like to express my greatest appreciation to my supervisor, Nurdiyana Binti Imam Muryadi and all employees at Rockwell for their exceptional amount of help, support and understanding during my time at this placement. All of the staff's readiness to share their expertise with me and provide ongoing support through detailed instruction, constructive feedback, such as their recommendations, have helped me improve my overall educational experience and grow as an individual; additionally, all Rockwell employees have contributed to making my internship even more pleasurable with their friendliness and willingness to cooperate.

In addition, I would like to give an appreciation thank my academic advisor and lecturer, Siti Hasziani Binti Ahmad, for providing me with guidance and assistance in completing my internship report, as well to the faculty for their guidance and support in completing this internship program. A very special thanks to my parents and family for their continuous love, prayers, encouragement, and moral support throughout my internship period and support since day 1. Their constant motivation and understanding gave me strength and confidence to face challenges and complete my training successfully.

Last but not least, my heartfelt thanks go to my classmate and friends for their encouragement, motivation, and support throughout this internship period. This internship experience has been valuable and has contributed positively to my personal and professional development.

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