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Cawangan Melaka
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INDUSTRIAL TRAINING REPORT MGT 666



COMTAX & ACCOUNTING SERVICES

11 AUGUST 2025 - 23 JANUARY 2026

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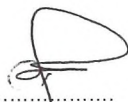
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EXECUTIVE SUMMARY

This internship report documents for industrial training experience undertaken at Comtax & Accounting Services, Pontian, a professional firm specializing in taxation and accounting and audit and related advisory services. The industrial training program provides me with hands-on experience which helps them learn about professional accounting and taxation practices used in the Malaysian economy which included taxation work and accounting work and audit support work and administrative duties. The main job duties included using Brasstax software to create tax computations and helping with CP500 tax instalment preparation and identifying non-deductible expenses and performing cash and bank evaluations and creating basic financial statements and managing audit materials. Doing internship here helps me to show complete accuracy in work while also paying attention to small details and demonstrating knowledge about Malaysian tax laws and accounting standards.

I gained practical experience during the internship while utilized academic theoretical knowledge to handle real business situations. This report also presents a SWOT analysis which uses the PESTEL framework to assess Comtax & Accounting Services internal strengths and weaknesses and its external business opportunities and potential threats. In this report also include recommendations to achieve better operational results while implementing new technologies and developing its human resources.

The industrial training at Comtax & Accounting Services gave me important experience with real professional work in accounting and taxation. The experience helped the student build technical skills and soft skills while gaining professional confidence needed to succeed in accounting and finance work.

ACKNOWLEDGEMENT

I want to show my gratitude to Comtax & Accounting Services Pontian because they allowed me to complete my industrial training at their organization. The internship allowed me to acquire real world knowledge about accounting and taxation through hands on experience.

I want to express my deep gratitude to Puan Janiah Binti Hussain who founded Comtax & Accounting Services and worked as my internship supervisor and employer. I am truly grateful for her guidance, trust, and continuous support throughout my internship. Her professional advice, supervision, and willingness to share industry knowledge greatly enhanced my understanding of real workplace practices and professional responsibilities.

I want to express my deep appreciation to Dr. Geetha A/P Muthusamy who served as my academic advisor and provided her guidance and support to me throughout my internship period. The preparation of this report depended on her guidance and support which helped me fulfill academic standards and educational goals.

I want to express my gratitude to all Comtax & Accounting Services staff members who showed us their help and friendliness throughout our work together. Their guidance and teamwork made my internship experience meaningful and enjoyable.

I want to thank my family and friends who provided me with constant motivational support during my industrial training and throughout my report writing process.

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