



الجامعة
UNIVERSITI
TEKNOLOGI
MARA

INDUSTRIAL TRAINING REPORT

MGT666



ROBERT BOSCH POWER TOOLS SDN BHD
(27 FEB 2023 - 15 AUG 2023)

NAME: NURUL AKMA BINTI NORZIZAN
STUDENT ID: 2021125465
PROGRAMME: RBA2426B
ADVISOR NAME: PUAN NOOR HAFIZHA BINTI MUHAMAD
YUSUF

FACULTY OF BUSINESS AND MANAGEMENT,
UNIVERSITI TEKNOLOGI MARA (UITM), PERLIS BRANCH, ARAU CAMPUS,
02600 ARAU, PERLIS, MALAYSIA

EXECUTIVE SUMMARY

This report provides an overview of the internship at the Human Resources department of Robert Bosch Power Tools Sdn Bhd. The internship began on February 27th and will end on August 15th, 2023. This internship entailed collaborating closely with teams to comprehend and contribute to various initiatives and strategies. This company made power tools such drills, cordless drills, wood and metal cutting tools, measurement tools, Ebikes, and batteries.

As an intern, I was tasked with assisting my supervisor and her work partner in the hiring process. My primary responsibility is to review resumes and phone calls. Although the majority of my employment comprises screening phone calls and resumes, I am given the opportunity to improve my people skills and communication skills. In addition, I am responsible for shortlisting resumes to send to the hiring manager for consideration before we schedule the actual interview.

Aside from that, I need to speak with the hiring manager. We occasionally talk about the position's requirements, as well as the schedule for the interview. Attending an interview session with a candidate and a hiring manager requires me to ensure that all of the material required by the organization is supplied to me before the interview begins.

My internship goal is to examine the company's financial statements as well as its strengths, flaws, prospects, and dangers. The purpose of the internship is to develop new skills and perspectives. Aside from that, it has helped me get experience in a real-world working atmosphere. What I learned throughout the internship will be useful in my future professional development. In addition, I work on personal skills such as communication.

TABLE OF CONTENT

1

EXECUTIVE SUMMARY

2

ACKNOWLEDGEMENT

3

STUDENT'S PROFILE

4

COMPANY'S PROFILE

5

TRAINING REFLECTION

6

COMPANY ANALYSIS

7

**DISCUSSION &
RECOMMENDATION**

8

CONCLUSION

9

APPENDICES

COMPANY'S PROFILE

BACKGROUND

Since 1923, Bosch has maintained a presence in Malaysia through its subsidiary, Robert Bosch Sdn Bhd, which has administrative centers in both Selangor and Penang. The fields of Mobility Solutions, Industrial Technology, Consumer Goods, and Energy and Building Technology are all ones in which Bosch is active in the Malaysian market. The city of Penang is home to three of the company's manufacturing divisions, which produce automobile multimedia systems, power tools, and steering systems respectively. In 2021, Malaysia was responsible for approximately 583 million ringgits (RM) in revenues and employed approximately 4,400 colleagues.

PRODUCT OFFERED

Product that manufactured by Robert Bosch Power Tools Sdn Bhd are cordless tools, grinders, drills, wireless drills, wood and metal cutting, Ebike, batteries and measuring tools.

LOCATION

The plant is located at Free Industrial Zone Phase 4 of Bayan Lepas, in the state of Penang. There are 3 plant of Robert Bosch in Penang right now.

OBJECTIVE & GOAL

To continue pursuing the goal of securing the company's future as stated in the company's founder Robert Bosch's will, which entails guaranteeing the company's strong development and financial independence

VISION

To establish the Bosch Group as a premier technological corporation. They want their financial goals to reflect their aspirations

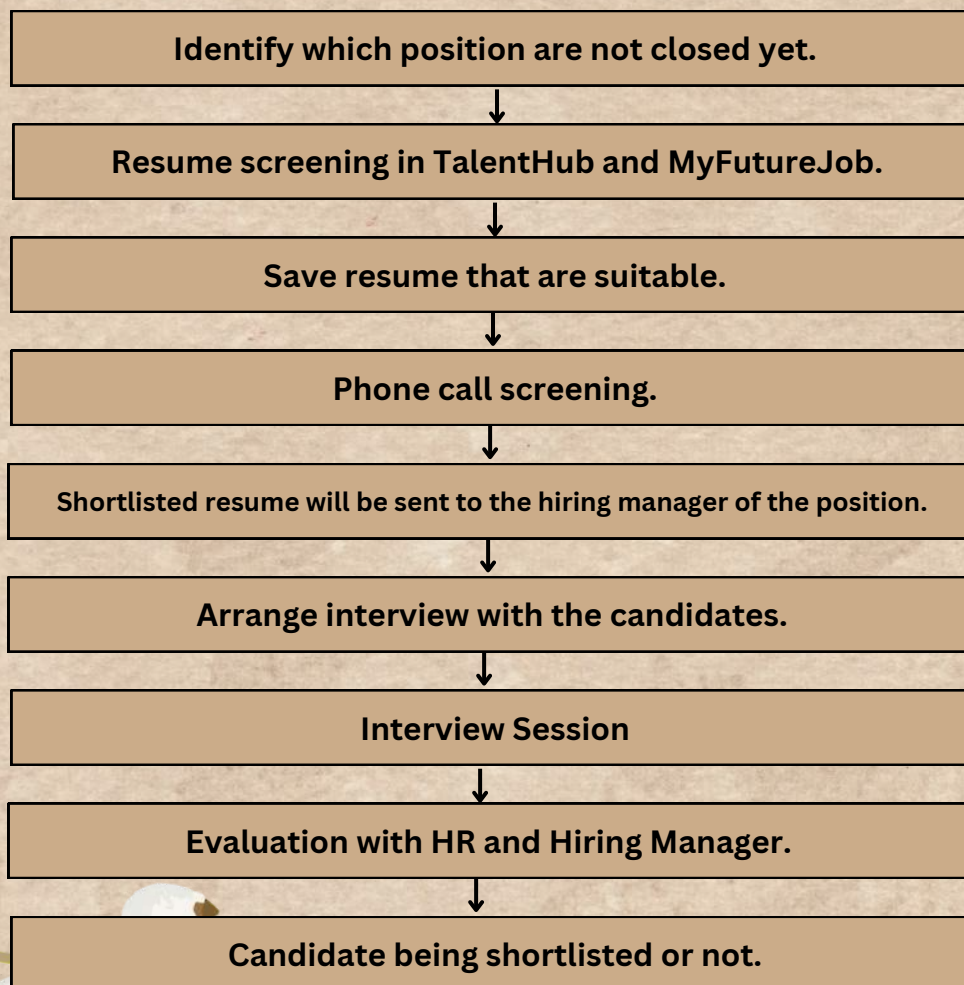
MISSION

To keep providing items that are "Invented for life"—things that captivate, enhance quality of life, and aid in resource conservation. In this sense, "products" refer to both tangible goods and services as well as the accompanying software-based solutions and services.

TRAINING'S REFLECTION

The internship will be for a total of 24 weeks, beginning on February 27, 2023 and ending on August 15, 2023. Monday through Friday is the duration of my work week. My workdays typically begin at 8:00 in the morning and end at 5:00 in the afternoon. Let's say that we were running late to the factory and arrived there at 8:30 a.m., and we have to be back at our house by 5:30 p.m. I was given the responsibility of Talent Acquisition in the Human Resources (HR) Department.

TASK ASSIGNED :



Flow 1: Hiring Process

TRAINING'S REFLECTION

The primary responsibility of this position is to conduct the hiring process. The first order of business is to determine which posts have not yet been filled. I keep a separate file for each open post, which indicates that the department is looking to fill a vacancy or increase its workforce. After that, I'll keep on using "TalentHub," the website that links to the Bosch portal, to screen resumes. This platform integrates with JobStreet and LinkedIn to aggregate all of your application materials in one convenient location. In addition, the government website MyFutureJob allows me to examine applications. Both sites are being used by us as sources for our resumes.

By reviewing their work history and academic background, I can tell if their resume is a good fit. Then I'll start screening calls myself. While reviewing resumes, this is the most crucial information to have. This is because, in order to ensure a good fit between applicant and role, I will need to ask about relevant work experience during the phone screening. In addition, I need to inquire about the starting and maximum compensation, as some positions have such ranges. If the candidate is ultimately chosen, then our time here will not have been wasted.

The CV that has been chosen for further consideration will be forwarded to the position's hiring manager. Once it's been given the go light, I'll set up the formal interview with the HR representative, the hiring manager, and the candidate. Teams is commonly used for the interview. I'll do my best to coordinate the interview with everyone's busy schedules. Before I can even consider them for the position, they need to fill out some paperwork like a "Employment Application Form" and send it to me. So, I'll double-check that everything is in order before we meet for the interview.

The HR representative in charge and the hiring manager will meet after the interview to discuss and analyze the candidate and decide whether or not to move further with them.

In addition, I perform a variety of related responsibilities on a daily basis, including but not limited to scanning documents, responding to recruiting manager requests, answering phones, and scheduling interviews for prospects.

TRAINING'S REFLECTION




GAINS:

I got an allowance of up to RM1200 per month. The intern also got annual, sick, and hospitalization leave. Which is 7 days for annual leave, 5 days for sick leave and 10 days for hospitalization leave.

I am able to improve my communication skills with people as I need to talk with people every day. When messages are communicated in a clear manner, there is no opportunity for miscommunication or the change of messages, which in turn reduces the likelihood of conflict occurring. Effective communication is one of the most important factors to consider in resolving a problem in a way that is courteous whenever there is the potential for or actually is a conflict.

I learned to prioritize the open position as some positions are looking for urgent replacements or need to add headcounts. This is because the due of the open position is only 90 days. So we need to closed the position as soon as possible.

I learned how to get a suitable resume for the position. So we don't have to waste time to shortlisted the candidates for each open position. I also have met various character of people made me can judge whether this person is good or bad on my first impression.





COMPANY ANALYSIS

COMPANY ANALYSIS

Investors conduct a company analysis to evaluate securities by gathering information about the company's profile, products and services, and profitability. This is also known as 'fundamental analysis.' A company analysis includes fundamental company information, such as the mission statement and apparition, as well as the objectives and values. During the company analysis process, investors also consider the company's history, concentrating on events that have shaped the company.

A company analysis also considers the firm's products and services. If the company engages in manufacturing, the analysis investigates the company's products and evaluates their demand and quality. If it is a service company, however, the investor investigates the services provided.

Company analysis can help businesses to identify opportunities for growth and expansion. By analyzing their competitive position, market share, and customer base, businesses can identify new markets to enter, new products to develop, and new ways to serve their customers. It's important for any investor to perform a thorough analysis in order to get a fair view of the company he/she is interested in.

Method used for company analysis in this report such as financial ratios analysis and SWOT analysis

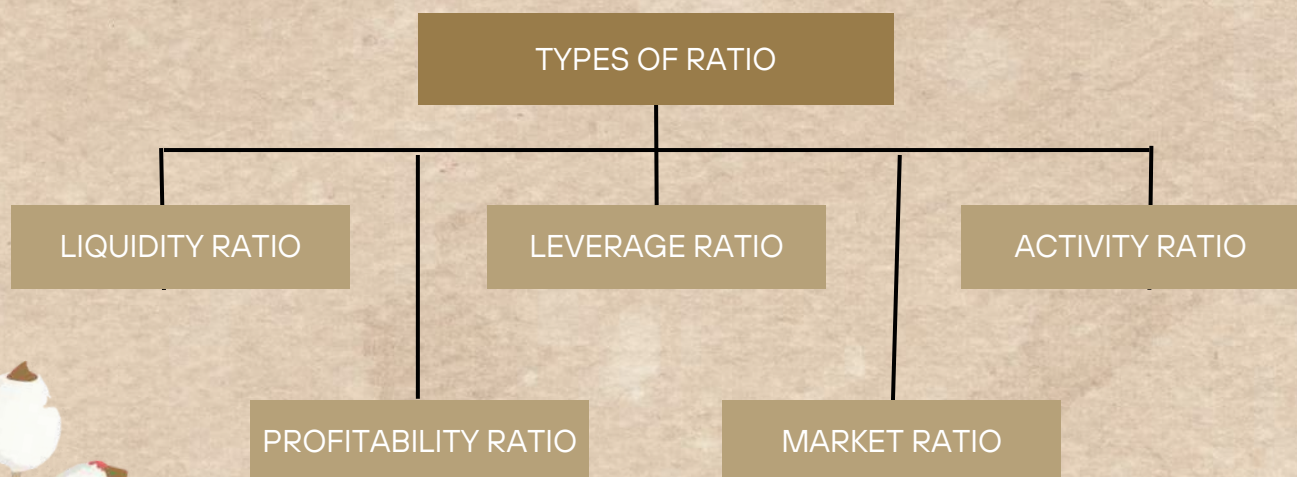


FINANCIAL RATIO **ANALYSIS**

FINANCIAL ANALYSIS RATIO

Ratio analysis is a quantitative method of gaining insight into a company's liquidity, operational efficiency, and profitability by studying its financial statements such as the balance sheet and income statement. Ratio analysis is a cornerstone of fundamental equity analysis.

Ratio analysis is important to analyze your company's financial ratios can provide you with valuable insights into profitability, liquidity, efficiency, and more.



FINANCIAL ANALYSIS RATIO

	2020	2021	2022
LIQUIDITY RATIO			
Current Ratio	1.6719x	1.6054x	1.6078x
Quick Ratio	1.2463x	1.1219x	1.0425x
Net Working Capital	16637	17094	17772
LEVERAGE RATIO			
Debt Ratio	56.04%	54.97%	53.39%
Debt to Equity Ratio	127.48%	120.57%	114.54%
ACTIVITY RATIO			
Average Collection Period	69 days	64 days	67 days
Inventory Turnover	4.6447x	3.8773x	3.6146x
Fixed Asset Turnover	2.3800x	2.5773x	2.6512x
Total Asset Turnover	0.0165x	0.0256x	0.0183x
PROFITABILITY RATIO			
Gross Profit Margin	31.54%	32.78%	32.27%
Operating Profit Margin	2.32%	3.57%	3.94%
Net Profit Margin	2.11%	3.17%	2.08%
Return on Asset	1.65%	2.56%	1.83%
Return on Equity	3.75%	5.64%	3.93%
MARKET RATIO			
Earning Per Share	2.39	1.78	4.48
Dividend Payout Ratio	47.66%	64.18%	27.86%

FINANCIAL ANALYSIS RATIO

LIQUIDITY RATIO	2020	2021	2022
Current Ratio	1.6719x	1.6054x	1.6078x
Quick Ratio	1.2463x	1.1219x	1.0425x
Net Working Capital	16637	17094	17772

The liquidity performance of Robert Bosch can be assessed by calculating its current ratios. The current ratio can be calculated by dividing current assets by current liabilities. Thus, the current ratio is one of the liquidity ratios that measure a company's ability to pay short-term obligations. The company's current ratio decreased from 1.6719x in 2020 to 1.6054x in 2021. However, increased from 1.6054x in 2021 to 1.6078x in 2022. This show that the company was still able to pay its short-term obligations.

The quick ratio also showed a decrease from 1.2463x in 2020, 1.1219x in 2021 to 1.0425x in 2022. This happened because of the increase in the inventories where the inventories €10538 in 2020, €13652 in 2021 and €16528 in 2022.

Overall, the liquidity position of the company is very good, so the company has the ability to pay their short-term obligations as their current and quick ratio are more than 1.

Positive net working capital usually implies that the company can meet its impending debts and payments. This show that the current asset of the company is exceed its current liabilities.

FINANCIAL ANALYSIS RATIO

LEVERAGE RATIO	2020	2021	2022
Debt Ratio	56.04%	54.97%	53.39%
Debt to Equity Ratio	127.48%	120.57%	114.54%
Time Interest Earned	8.1225x	13.5337x	14.4750x

The debt ratio of the company is decreased for 3 consecutive years. It can be seen by 56.04% in 2020, 54.97% in 2021, and 53.39% in 2022. Since its debt ratio decreased, it shows that the company debt ratio is quite good. The debt-to-equity ratio of the company has reduced which is from 127.48% in 2020 to 120.57% in 2021 and decreased to 114.54% in 2022. The decrease in total debt shows that the company is reducing its borrowing from debt and borrowing more from equity. This is because the total debt exceeds the total equity.

The time interest earned shows a significant increase from 8.1225x in 2020, 13.5337x in 2021 to 14.4750x in 2022. For the year 2020 to 2021, the company shows that it has the ability to pay the interest. Even though the debt is declining, the company still showing less ability to pay debt due to lower earnings before interest and tax (EBIT).

FINANCIAL ANALYSIS RATIO

ACTIVITY RATIO	2020	2021	2022
Average Collection Period	69 days	64 days	67 days
Inventory Turnover	4.6447x	3.8773x	3.6146x
Fixed Asset Turnover	2.3800x	2.5773x	2.6512x
Total Asset Turnover	0.0165x	0.0256x	0.0183x

Account receivable is decreasing from 2020 to 2022. Although it decreases, the company is not being able to collect them faster as can be proved by the average collection period which is 69 days in 2019, 64 days in 2021, and 67 days in 2022.

Inventory turnover measures how often a company replaces inventory relative to its cost of sales. The inventory turnover decreased from 4.6447x in 2020 to 3.6146x in 2022. Since the inventory turnover is above 1, it indicates that the company is still able to generate sales from its inventory.

Fixed asset turnover significantly increased from 2.3800x in 2020 to 2.6512 in 2022. This reveals how efficient a company is at generating sales from its existing fixed assets. A higher ratio implies that management is using its fixed assets more effectively.

Total asset turnover slightly increased from 0.0165x in 2020 to 0.0256x in 2021 and slightly decreased to 0.0183x in 2022. This means that the business has a low asset turnover ratio, which means that it is not using its assets to make sales as well as it could be.

FINANCIAL ANALYSIS RATIO

PROFITABILITY RATIO	2020	2021	2022
Gross Profit Margin	31.54%	32.78%	32.27%
Operating Profit Margin	2.32%	3.57%	3.94%
Net Profit Margin	2.11%	3.17%	2.08%
Return on Asset	1.65%	2.56%	1.83%
Return on Equity	3.75%	5.64%	3.93%

Gross profit margin slightly increased from 31.54% in 2020 to 32.78% in 2021 and slightly decreased to 32.37% in 2022. This indicates that the higher the number, the more efficient management is in generating profit

The operating profit margin number shows how much money a company makes after paying for things like wages, raw materials, and other variable costs of production. Operating profit margin increased from 2.32% in 2020 to 3.94% in 2022. The higher percentage in 2022 is because of higher revenue.

Net profit margin increased from 2.11% in 2020 to 3.17% in 2021 and decreased to 2.08% in 2022. The increased costs are offset by the increased revenue. The business is still profitable enough as a whole to cover all of its costs.

Return on asset is increased from 1.65% in 2020 to 2.56% in 2021 and decreased to 1.83% in 2022. For the return on equity, it shows increased from 3.75% in 2020 to 5.64% in 2021 and significantly decreased to 3.93% in 2022. Since the return on asset and return on equity is below than 5%, it shows that both that are consider not good. It means that the company have difficulties to utilize the asset and equity to generate more profit.

FINANCIAL ANALYSIS RATIO

MARKET RATIO	2020	2021	2022
Earning Per Share	2.39	1.78	4.48
Dividend Payout Ratio	47.66%	64.18%	27.86%

Earnings per Share (EPS) of the company decreased from €2.39 in 2020 to €1.78 in 2021 and significantly increased to €4.48 in 2022. This shows that the company is growing and the stock price increases. The DPR increased from 47.77% in 2020 to 64.18% in 2021 and decreased to 27.86% in 2021. If a company's payout ratio is 27.86%, then it indicates that the company has channeled 27.86% of the earnings is made to be paid as dividends. Even though the the company paid less dividends, its offer high earnings per share to attracts the investor to invest in company.



SWOT ANALYSIS

SWOT ANALYSIS

SWOT Analysis is a tool that can help companies to analyze their main point in business to success well and can also help to develop strategies for the future. SWOT Analysis consists of strengths, weaknesses, opportunities, and threats. The purpose of SWOT analysis is to examine both internal and external, what is going on inside and outside of the company.

The use of a SWOT analysis can assist you in challenging risky assumptions and locating potentially hazardous blind spots regarding the functioning of your organisation. If you utilise it thoughtfully and in collaboration with other people, it can provide you new insights on the state of your company at the moment and assist you in developing the plan that is most appropriate for any given circumstance.

STRENGTH

- High-quality product
- Strong focus on R&D and innovation
- Positive net working capital

WEAKNESS

- High employee turnover rate
- Zero-Cost Policy
- Low net profit margin

OPPORTUNITY

- Changing in customer purchasing behavior in online shopping
- Strong presence in newly emerging market

THREAT

- Economy crises
- Shrink in the automotive sector

STRENGTHS

High-quality product

Bosch, the electronics behemoth founded in 1886 by German immigrant Robert Bosch, has a long and illustrious history of supplying the world with high-quality power tools. Bosch has established its reputation on its dedication to innovation; the firm has constantly reimagined itself over the years, always striving to improve its power tools. Through quality management and supplier quality management, Bosch hopes to ensure and maintain their high-quality product.

From what I've seen at Bosch, a quality technician will examine a sample provided by the supplier to ensure the product meets standards. The manufacturing process begins once the product has passed multiple quality control inspections. This will guarantee that no mistakes will be made in the final result. To make sure it doesn't end up as scrap, the quality tech will double-check it after production, too. Products that do not pass must be reworked or discarded.

Positive net working capital

As can be seen, Bosch has maintained a positive net working capital for the past three years running, with projected amounts of 16637 million euros in 2020, 17904 million euros in 2021, and 17772 million euros in 2022 respectively. It indicates that the company has sufficient amounts of their working capital, which ensures that the company can fully cover its short-term liabilities as they come due in the following twelve months. This signifies that the company is in a strong financial position. This is an indication of the robustness of a company's financial position.

STRENGTHS

Strong focus on R&D and innovation

Power Tools wants to grow in its markets by adding new services and making changes to its products. User experience, which means putting the user's needs at the center of product and service development, is a key to success in both the professional and do-it-yourself (DIY) segments of industry, building, and the trades, as well as in homes and gardens. Since cordless tools are more convenient for users and work just as well as corded ones, the division keeps adding to its cordless line.

The segment released more than 30 new cordless tools for professionals in 2022 alone. The same number should come out in 2023, for a total of about 100 new electric tools in the next three years. Now, these tools are getting into performance classes that were once only for corded types. One of these is a new cordless angle grinder that combines the best features of small and big angle grinders. With a cutting disc that is 180 millimeters in diameter, it is at least 30 percent lighter and 30 percent smaller than a typical big-angle grinder. However, it has the same 61-millimeter cutting depth.

In addition, Bosch is consistently broadening their product offerings for e-cyclists, including digital solutions, control units, batteries, and drives, as well as services for specialty bicycle retailers. The information system for e-cyclists creates an automatic connection between ride data and the e-bike app as well as the internet portal that is associated with it. The capabilities of the onboard computer have been increased to incorporate a navigation function as well as displays that may be customized individually.

For R&D, Bosch decided to develop the world's biggest R&D in Bengaluru, India. Bosch will spend about Rs 1,700 crore in India over the next three years to grow its operations. This includes building up its R&D Centre in Bengaluru, which they think will become its biggest R&D center in the world in the coming years.

WEAKNESSES

High employee turnover rate

Robert Bosch has a somewhat high turnover rate. Robert Bosch loses staff for a variety of reasons. For instance, Bosch hires fewer workers than are required to do the real amount of labor. Therefore, when an employee is overburdened with work, they are put in a stressful and pressurized position as a result. Therefore, when this occurs, it will result in a decrease in the employee's level of productivity.

Naturally, more attractive deals presented by competing businesses also played a significant impact. There's no doubt that Robert Bosch will feel the effects of a high turnover rate at some point. Staff productivity declines, which has major consequences. When the employee turnover rate is high, you will experience the effects of it in the form of decreased productivity as well as an increase in the amount of time spent recruiting, training, and onboarding new staff. Low morale among workers is another potential consequence of a high personnel turnover rate, which can have a deleterious effect on the reputation of your organization. It would be wiser to invest a big amount of money in other areas that can assist Bosch move forward in the future as opposed to spending more money on the training and development of newly hired employees.

Zero-cost policy in hiring foreign workers

Diversity is an essential component of Bosch's overall business strategy and is enshrined as one of the company's core values in the "We are Bosch" mission statement. Bosch is a multinational corporation. According to their point of view, diversity is exemplified by the singularity of each of our employees, including their personalities, experiences, and points of view. We are able to realise our greatest potential when we include everyone and work to ensure that everyone has equal opportunity.

Robert Bosch Power Tools employs people from a number of different countries, including Vietnam, Indonesia, Bangladesh, and Nepal for work as operators. Because Bosch has implemented the zero-cost policy, it means that the company will be responsible for covering all of the essential fees, including airfare, visas, passports, transportation, and accommodations in hostels. This indicates that none of the foreign workers who are brought into Malaysia from their home countries will be required to make any kind of financial contribution to the agent who will be in charge of looking after them while they are here.

Because of this, Bosch's costs are increased even further. In most cases, a decrease in profit is the result of an increase in any kind of business expense.

WEAKNESSES

Low net profit margin

As you can see from the financial analysis, Robert Bosch Power Tools Sdn Bhd has a low net profit margin which is only 2.08% in 2022. If a corporation has a low net profit margin, this indicates that they have an inefficient cost structure and/or weak pricing techniques. A low ratio can therefore be the result of inefficient management, high costs (expenses), or weak pricing tactics. Investors can judge a company's management by its sales profit and operational and overhead expenditures. A company's net profit margin will fall if operational costs rise faster than sales.

OPPORTUNITIES

Changing in customer purchasing behavior in online shopping

In recent years, consumer behavior has changed dramatically due to the Internet. Customers are rapidly adopting online purchasing as their preferred shopping method. The rapid expansion of online purchasing compels Robert Bosch to launch an online platform. In recent years, Robert Bosch has invested a substantial quantity of money in the online platform.

The Chinese economy is now entirely digital. Tmall, a platform of the Alibaba Group, is one of the most prominent shopping websites. There, Bosch takes an opportunity to establish a virtual flagship store where customers can peruse the vast selection of Bosch products, ranging from drills to laundry machines. In the coming years, Robert Bosch can capitalize on this opportunity by utilizing big data analysis to gain a deeper understanding of its customers and meet their requirements.

How customers' access to information on the Internet has led to a shift in the balance of power away from businesses and towards individuals since individuals are now able to conduct more thorough product research and evaluations than ever before thanks to the Internet. In addition to this, the internet has made it possible for customers to interact with businesses in novel ways, giving them a platform on which they may voice their thoughts and share the results of their experiences.

Strong presence i newly emerging markets

Nowadays, most multinational companies are already involved in newly emerging markets. The four countries that make up the BRICS group (Brazil, Russia, India, and China), along with Egypt, Indonesia, Mexico, South Korea, Saudi Arabia, Taiwan, and Turkey, make up the ten countries with the greatest emerging and developing economies based on either their nominal GDP or their GDP adjusted for PPP.

Stefan Hartung, chairman of Robert Bosch, stated that Bosch has invested 1 billion euros (over Rs 9,000 crores) in India over the past decade and plans to invest an additional Rs 2,000 crores by 2025-26. This amount will be divided equally between the development of advanced automotive technologies and digital mobility solutions.

Hartung and other Bosch executives spoke on the occasion of the company's 100th anniversary in India. In 1922, the German corporation established a small sales office in Kolkata to sell vehicle components on the Indian market. In 1953, Bosch began production in Bengaluru.

Today, it operates 18 factories in eight states and employs 32,000 people. Bengaluru is the company's main R&D centre outside of Germany.

THREATS

Economic crises

The worldwide economy was rocked by the COVID-19 epidemic, and it precipitated the worst financial crisis in almost a century. In 2020, the company faced a new kind of problem. The coronavirus outbreak and structural problems that started to show up as early as 2019 happened at the same time, which had never happened before. In April 2020, the board of directors started taking steps to make sure the company had enough money. These included taking out loans and putting in place a shorter work week, which was partly turned into fewer hours of work in August.

This happened to Robert Bosch in Germany where several thousand protested against planned plant closures and job relocations which the company said are needed to adapt to changing demand in the transition to electric vehicles where around 1,000 staff in Germany will lose their jobs by 2025 as result of relocations, cuts, or new hires, according to the company.

Shrink in automotive sector

According to Bosch, the current downturn in the auto industry is far from over. The world's biggest maker of parts thinks that the industry will stay stagnant for at least another five years and that suppliers will also be hurt by this. The dominant player in the global components market believes that the current state of the sector will persist for the next five years, with negative effects for both consumers and suppliers.

Preliminary 2019 results showed that Bosch is feeling the effects of the downturn in automobile manufacturing and the transition to electric vehicles. According to FD, a Dutch financial journal, the company's gross operational income has decreased by nearly half. Bosch anticipates a third consecutive year of decline in global automobile manufacturing in 2020. The business expects global sales to drop by 2.6% this year, to over 89 million vehicles. This is a decrease of nearly 10 million units from 2017.

The industrial firm based in Stuttgart does not expect the situation to change before 2025. Another big German car supplier, Continental, shares these concerns, and ZF Friedrichshafen, Germany's third automotive components giant, is bracing for a two-year slump.



DISCUSSION &
RECOMMENDATION

Create more job opportunities to locals

As you are aware, Bosch has implemented a Zero-Cost Policy, which entails that the company will cover all of the essential fees, including airfare, visas, passports, transportation, and hostel accommodations for foreign employees. Instead of spending money to recruit operators from countries such as Indonesia, Bangladesh, Vietnam, and Nepal, Bosch should attempt to hire locals. It is well known that many young people do not continue their education, so this can assist them in gaining work experience and gaining a better understanding of life's realities. This recommendation can also assist Bosch in reducing expenses and increasing profits.

Hire younger employee

Robert Bosch Power Tools right now has many older employees than the youngest one. My suggestion is Bosch needs to hire younger people. As a result, the typical age of a Bosch employee is between 35 and 55 years old. Robert Bosch rarely employs young employees between the ages of 24 and 30. Robert Bosch should engage more young employees in the future in order to increase workforce diversity, as age groups are also a factor in workforce diversity. Young personnel are able to provide the company with more innovative perspectives and ideas. In order to acquire more experience, the majority of young employees are also eager to learn and apply their skills on the job

Improve net working capital

Working capital, which is current assets minus current liabilities, shows how flexible a business is in the short term. By improving their working capital, businesses can make sure they can meet their financial obligations, keep a steady flow of output going, and keep things running smoothly overall. So, strategies that improve a business's working capital situation can improve its operational health, allowing it to continue making money, being resilient, and being competitive. So one way to improve is reducing wasteful spending. A decrease in operating expenses is one of the most straightforward ways in which a company can strengthen its position regarding its available working capital. Despite the fact that slashing expenses across the board without discrimination runs the danger of causing damage to business operations, reducing expenses in targeted areas might result in financial gains.

Improving the net margin by increasing revenues

Increasing a company's revenues can lead to a higher net margin for that company. This can be accomplished by selling more products or services or by charging higher prices. Getting more money from sales is good for the bottom line, but it cuts both ways when it comes to the net margin. When sales go up, profits go up, but this also means that the number at the bottom of the net margin equation goes up. Because the net margin formula divides net profit by sales, the benefit of more sales is somewhat cancelled out when using this measure. The best plan is to work on both growing sales and cutting costs at the same time.

Bringing down costs in order to increase net margin

The day-to-day operations of a business and the creation of products for sale both contribute significantly to the total amount of money that must be spent on running the company. Relocating the company headquarters to a less expensive section of town, leasing a smaller production facility, or downsizing the personnel are all viable options for lowering operating expenses.



CONCLUSION

To summarise, during my time working as an intern at Robert Bosch Power Tools Sdn Bhd, I was exposed to a wide variety of topics and gained knowledge on a wide range of subjects. I was able to acquire a significant amount of experience, expertise, and information, in addition to having a wonderful time doing it, which is something I will never forget. When I first started working here, I didn't know anything about the job, so I was really fortunate to have coworkers who were kind and patient with me. It was a pleasure to finally meet them, and I sincerely hope that we will maintain our friendship even after I have completed my internship. I've learned a lot about how to interact effectively with different types of individuals. Because the majority of my job entails screening phone calls and resumes, I am given the opportunity to enhance my people skills and get better at communicating with others. In addition to that, this internship has taught me how to be responsible in the tasks that have been provided to me by my supervisor, such as which tasks should take precedence over others. During the course of my internship, my supervisor provides me with feedback and criticism regarding the quality of my work. Despite the fact that it can make me feel down at times, I know that it will push me to perform at a higher level in the future. Nevertheless, those suggestions are helpful pointers that will enable me to alter who I am and keep from repeating the errors I've already made.

I've learned that working together as a team is important for a strong organization. Teamwork is also important for the organization as a whole to reach its goals. So, communication and sharing are very important in the workplace. So, at work, we should treat each other with care and work as a team instead of by ourselves. This is because it is easier to meet our goals if we all work together as a team than if we all work on our own.

I hope that by the end of my internship, I'll be able to use the experience, skills, and information I've gained to further my career.

أَمِينُ يَا رَبَّ الْعَالَمِينَ

REFERENCES

“Bosch to develop world’s biggest R&D Centre in B’luru. (2019, July 16). Deccan Herald. <https://www.deccanherald.com/business/bosch-to-develop-world-s-biggest-rd-centre-in-bluru-747606.html>

Industry and trades. (n.d.). Bosch in Malaysia. <https://www.bosch.com.my/products-and-services/industry-and-trades/>

Waldersee, V. (2021, November 19). Bosch workers protest against factory closures, job cuts. Reuters. <https://www.reuters.com/business/bosch-workers-protest-against-factory-closures-job-cuts-2021-11-19/>

Product quality 4.0. (2022, June 2). Bosch Connected Industry. <https://www.bosch-connected-industry.com/de/en/iiot-insights/product-quality-4-0/>

Boundless collaboration. (2018, April 15). Bosch Global. <https://www.bosch.com/stories/virtual-department-store/>

Ingredients for a perfect shopping experience. (2018, April 21). Bosch Global. <https://www.bosch.com/stories/online-flagship-store/>

Snapshot of 2020. (2020, December 9). Bosch in Malaysia. <https://www.bosch.com.my/news-and-stories/snapshot-of-2020/>

Company Analysis. (2018, August 19). Company Analysis. https://www.readyratios.com/reference/analysis/company_analysis.html

T. (2023, March 14). 9 ways to improve working capital | Taulia. Taulia. <https://taulia.com/resources/blog/how-to-increase-improve-working-capital/>

REFERENCES

Our company. (n.d.). Our Company | Bosch in Malaysia. <https://www.bosch.com.my/our-company/bosch-in-malaysia/>

W. (n.d.). Bosch Measuring Tools. Bosch Measuring Tools. <https://www.boschhardware.com/bosch-power-tools/bosch-measuring-tools>

What is Net Profit Margin? Formula for Calculation and Examples. (2022, March 6). Investopedia. https://www.investopedia.com/terms/n/net_margin.asp

Bosch in economical crises. (2020, September 30). Bosch Global. <https://www.bosch.com/stories/bosch-during-crises/>

Net Working Capital: Definition, Formula and Calculation. (2021, October 7). Wise. <https://wise.com/gb/blog/net-working-capital-definition-formula-and-calculation>

Jost, K. (2021, June 10). Bosch turning COVID-19 challenges into mobility opportunities. Futurride. <https://futurride.com/2021/06/10/bosch-turning-covid-19-challenges-into-mobility-opportunities/>

Wagenvoort, H. (2020, February 13). Bosch: automotive industry remains in recession - Supply Chain Movement. Supply Chain Movement. <https://www.supplychainmovement.com/bosch-automotive-industry-remains-in-recession/>

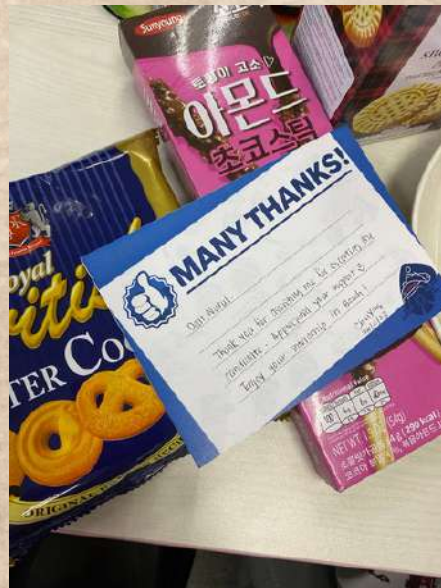
Bosch Plans ₹2k Crore Investment In India | Bengaluru News - Times of India. (n.d.). The Times of India. <https://timesofindia.indiatimes.com/city/bengaluru/bosch-plans-2k-crore-investment-in-india/articleshow/89334688.cms>

APPENDICES

INTERNSHIP'S FRIEND



KUDOS AND EXCHANGE GIFT



DIVERSITY DAYS



APPENDICES

HR DIALOGUE DAYS



INTERVIEW SESSION



APPENDICES






**CELEBRATION OF
HARI RAYA AIDILFITRI WITH
HR DEPARTMENT**

Document Information

Analyzed document	INDUSTRIAL TRAINING REPORT_NURUL AKMA BINTI NORZIZAN.pdf (D172347121)
Submitted	7/24/2023 12:34:00 PM
Submitted by	
Submitter email	nrlakmaaaa@gmail.com
Similarity	2%
Analysis address	hafizha853.UiTM@analysis.ouriginal.com

Sources included in the report

W	URL: https://timesofindia.indiatimes.com/city/bengaluru/bosch-plans-2k-crore-investment-in-india/ar... Fetched: 7/24/2023 12:34:00 PM	 2
W	URL: https://www.supplychainmovement.com/bosch-automotive-industry-remains-in-recession/Bosch Fetched: 7/24/2023 12:34:00 PM	 1
W	URL: https://taulia.com/resources/blog/how-to-increase-improve-working-capital/ Fetched: 7/24/2023 12:34:00 PM	 1

Entire Document

INDUSTRIAL TRAINING REPORT MGT666 NAME: NURUL AKMA BINTI NORZIZAN STIDENT ID: 2021125465
PROGRAMME: RBA2426B ADVISOR NAME: PUAN NOOR HAFIZHA BINTI MUHAMAD YUSUF ROBERT BOSCH POWER TOOLS SDN BHD (27 feb 2023 - 15 aug 2023) Faculty of Business and Management, Universiti Teknologi MARA (UiTM), Perlis Branch, Arau Campus, 02600 Arau, Perlis, Malaysia

EXECUTIVE SUMMARY This report provides an overview of the internship at the Human Resources department of Robert Bosch Power Tools Sdn Bhd. The internship began on February 27th and will end on August 15th, 2023. This internship entailed collaborating closely with teams to comprehend and contribute to various initiatives and strategies. This company made power tools such drills, cordless drills, wood and metal cutting tools, measurement tools, Ebikes, and batteries. As an intern, I was tasked with assisting my supervisor and her work partner in the hiring process. My primary responsibility is to review resumes and phone calls. Although the majority of my employment comprises screening phone calls and resumes, I am given the opportunity to improve my people skills and communication skills. In addition, I am responsible for shortlisting resumes to send to the hiring manager for consideration before we schedule the actual interview. Aside from that, I need to speak with the hiring manager. We occasionally talk about the position's requirements, as well as the schedule for the interview. Attending an interview session with a candidate and a hiring manager requires me to ensure that all of the material required by the organization is supplied to me before the interview begins. My internship goal is to examine the company's financial statements as well as its strengths, flaws, prospects, and dangers. The purpose of the internship is to develop new skills and perspectives. Aside from that, it has helped me get experience in a real-world working atmosphere. What I learned throughout the internship will be useful in my future professional development. In addition, I work on personal skills such as communication.

TABLE OF CONTENT EXECUTIVE SUMMARY ACKNOWLEDGEMENT STUDENT'S PROFILE COMPANY'S PROFILE TRAINING REFLECTION COMPANY ANALYSIS DISCUSSION & RECOMMENDATION CONCLUSION APPENDICES