



اَوْنُوْزْ سِيْتِيْ تِيْكَوْ لُوْ كِيْ بِمَارَا  
UNIVERSITI  
TEKNOLOGI  
MARA

FACULTY OF BUSINESS AND MANAGEMENT

BACHELOR OF BUSINESS ADMINISTRATION (HONS) FINANCE



INDUSTRIAL TRAINING REPORT

(MGT666)

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## **Table of Contents**

<b>EXECUTIVE SUMMARY .....</b>	<b>3</b>
<b>ACKNOWLEDGEMENT.....</b>	<b>4</b>
<b>2.0 RESUME .....</b>	<b>5</b>
<b>3.0 COMPANY'S PROFILE .....</b>	<b>6</b>
3.1 Background.....	6
3.2 Vision, Mission, Customer Satisfaction.....	7
3.3 ORGANIZATIONAL STRUCTURE .....	8
3.4 SERVICES OF COMPANY.....	9
<b>4.0 TRAINING REFLECTION .....</b>	<b>11</b>
4.1 Duration: Specific date, working day and time .....	11
4.2 Details: Department, roles, responsibilities, task.....	11
4.3 Gains: Experience and Knowledge .....	13
<b>5.0 FINANCIAL PERFORMANCE ANALYSIS.....</b>	<b>14</b>
5.1 PROFITABILITY RATIO.....	16
5.2 LIQUIDITY RATIO .....	16
5.3 EFFICIENCY RATIO .....	17
5.4 LEVERAGE RATIO .....	17
<b>6.0 MEASUREMENT USING FINANCIAL RATIO .....</b>	<b>18</b>
<b>7.0 FINANCIAL RATIO ANALYSIS .....</b>	<b>19</b>
<b>8.0 DISCUSSION AND RECOMMENDATION.....</b>	<b>33</b>
<b>9.0 CONCLUSION .....</b>	<b>35</b>
<b>REFERENCES.....</b>	<b>36</b>
<b>APPENDICES .....</b>	<b>39</b>

## **EXECUTIVE SUMMARY**

My six-month industrial training at MZN Associates was summarized in this report. My industrial training began on October 2, 2022, and will end on March 16, 2023. Encik Mohammad Sufian Bin Mohamed, my supervisor, and Cik Khairun Adani Binti Roslan, a MZN Associates's officer who gave and shared a lot of information with me, were the person who supported and teach me the most during my internship.

I am assigned to four departments in this office which is the Accounting Department, the Auditing Department, the Taxation Department, and the Company Secretary Department. According to the step, by doing the client company account I will go through each department step by step. The goal of this is to gain more knowledge and experience about how was this company operate on doing their service to their client.

Furthermore, because of unavailability of the data this report discusses other company which in the same sector as the MZN Associates which is the selected company is Institute of Internal Auditors Malaysia (IIAM). This report discusses IIAM's company's industry analysis in Ten consecutive years. This industry analysis seeks to assess the company's performance in several areas, including profitability ratio, leverage ratio, liquidity ratio, and efficiency ratio, to determine whether it is performing well or poorly. Other than that, it also discusses how to solve the company's problems to improve their performance.

### **3.0 COMPANY'S PROFILE**

#### **3.1 Background, Organizational Chart**



Mzn Associates established in 2001 who is a medium size Chartered Accountants firm in Malaysia and registered with the Malaysian Institute of Accountants (MIA). MZN Associates have affiliated offices throughout Malaysia namely in Kemaman, Terengganu. Mzn Associates is managed by partners and supported by professionals.

Currently the firm has more than 10 corporate and individual clients from wide range of industries consist of property development companies, construction and real estate companies to clinics.

Our one-stop business centre provides a complete range of financial services through Mzn Associates of Companies which requires companies registered under the Malaysian Companies Act 1965 (the Act) and Malaysian Companies Act 2016 (the Act) to comply with all the Malaysian legal and regulatory requirements such as the Income Tax Act 1967.

MZN Associates provides specialist support and advice to give clients peace of mind that their affairs are being dealt with professionally.

### **3.2 VISSION, MISSION, CUSTOMER SATISFACTION**

#### **VISSION**

“CREATING A TRANSPARENT FUTURE, WHERE INTEGRITY AND MORALITY SITS FIRMLY ALONGSIDE PROFITS AND TURNOVER”

#### **MISSION**

- ☐ To enhance and protect organizational value by providing risk-based and objective assurance, advice and insight
- ☐ Embrace each client business wholeheartedly
- ☐ As an employer of choice to our experience
- ☐ As a satisfaction Advisor that will serve clients till meet their expectation
- ☐ Growth as well to be an establish company in related field

#### **CUSTOMER SATISFACTION**

MZN ASSOCIATES towards a best services provider serve excellent quality of services without any doubt with the efficient cost and maximize our customers satisfactory.