



**BACHELOR OF BUSINESS ADMINISTRATION (HONS)
HUMAN RESOURCES MANAGEMENT (BA243)**

HRM 666

HUMAN RESOURCES INTERNSHIP

ASSIGNMENT TITLE

INDUSTRIAL TRAINING REPORT

KOLEJ UNIVERSITI ISLAM ANTARABANGSA SULTAN ISMAIL PETRA (KIAS)

AUGUST 2022 – FEBRUARY 2023



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SUBMISSION DATE: 24 JANUARY 2023

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EXECUTIVE SUMMARY

Sultan Ismail Petra International Islamic College (KIAS) is my last option for an internship and I was happy to have my internship there. I gained so much experience and improved my skill during this internship. Basically, in this report, it begins with an overview of KIAS's background, mission, and goals, as well as its organizational structure. The training reflections are included in the next section. The training reflections include the training I received while working as an intern at KIAS. This report will go into details on SWOT analysis to examine the organization's strengths, weaknesses, opportunities, and threats. This is followed by recommendation and conclusion and the last part is references and appendices. The purpose of this report is a reflection of a journal that led me to learn and gain knowledge from the company. Lastly, there are appendices that show my contribution during the internship.

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3.0 COMPANY'S PROFILE

3.1 Company's name, logo, location, operation hour

Company's name

Sultan Ismail Petra International Islamic College (KIAS)

Location

KM12, Jalan Kuala Krai, Peti Surat 68, Nilam Puri, 15730 Kota Bharu, Kelantan Darulnaim.

Logo



كلية السلطان إسماعيل Petra الجامعة الإسلامية العالمية
Kolej Universiti Islam Antarabangsa Sultan Ismail Petra (KIAS)
Sultan Ismail Petra International Islamic University College

Operation hour

DAY	TIME
Sunday	9.00 A.M – 5.00 P.M
Monday – Wednesday	8.00 A.M – 5.00 P.M

Thursday	8.00 A.M – 3.30 P.M
Friday and Saturday	Weekend

3.2 Vision, mission, philosophy/objective, goal

VISION

A Rabbani Higher Education Institution

MISSION

Determined to produce progressive, knowledgeable, pious graduates and of noble character who can serve the community with dedication and effectiveness.

PHILOSOPHY/ OBJECTIVE

Believe that all human beings have talents, interests and tendencies and if nurtured, educated and trained perfectly through the transfer of knowledge from any culture or civilization in the world openly and through the transfer and application of Islamic values, they can play a role in self-development, society and country.

GOAL

1. To produce graduates who are knowledgeable, pious and of noble character to face the current challenges through an education system centered on Tauhid.
2. To produce balanced and integrated graduates in terms of spirituality, intellect and ready to serve the community and the country with full dedication.
3. Get involved in developing and disseminating knowledge that is in line with Islam.