

ABSTRACT

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HUMAN CAPITAL STAFF WORKFLOW AT PT. JAYA KONSTRUKSI MANGGALA PRATAMA, TBK

Knowledge is foundation for development and improvement of society which can be obtained through education and is the right to be obtained by everyone. In addition to exchange of knowledge, education also build human character, exchange skills, exchange values, and serves as a preparation ground before entering the professional industry. Universities as higher education can be a bridge for an individual's future career. As has been done by Universitas Pembangunan Jaya by implementing internship program as one of the graduation requirements for students. This program aims to enhance student's insight, knowledge and new skills relevant to their field of study, also provide an overview of the world of professional work through direct practice. The internship is carried out by practitioners at PT. Jaya Konstruksi Manggala Pratama, Tbk as Human Capital Staff. The practitioner's responsibilities included tasks in the recruitment division, such as administering psychological tests, conducting interviews, observation in psychological tests and interviews, and assisting in the training and certification division.

Keywords: *Human Capital, Internship, Psychology, PT. Jaya Konstruksi Manggala Pratama, Tbk*