

ABSTRACT

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ANALYSIS OF PETTY CASH RECORDING, BANK BOOK AND ACCOUNTS PAYABLE JOURNALING AT PT JAYA KONSTRUKSI MANGGALA PRATAMA TBK.

During the professional internship at PT Jaya Konstruksi Tbk, the intern was assigned to the Accounting Division, which is part of the Accounting & Planning Department. The intern was entrusted with the responsibility of checking and validating the petty cash for JO, bank expenditures (bank credit), accounts payable, and journalizing accounts payable. In carrying out the tasks, the intern used Microsoft Excel and SIMPRO as structured and documented software to help the company record all transactions and financial activities, so that with complete project performance data, it could assist the company in analyzing and evaluating construction projects. The internship provided the intern with a wealth of experience and learning opportunities, honed skills, and increased knowledge, especially in the accounting field, which serves as preparation for entering the workforce after graduating from university.

Keywords: Accounting, Accounting Information System, Accounting Cycle, SIMPRO