

ABSTRACT

ZAHRA ARDYA RIZWANA (2022021057)

PROFESSIONAL WORK ACTIVITIES AS HR RECRUITMENT PT PADMA RAHARJA SENTOSA

Professional Work is one of the requirements for Pembangunan Jaya University students to complete their undergraduate studies. This Professional Work Report summarizes six months of experience in the HR Recruitment Division of PT Padma Raharja Sentosa, an outsourcing company that provides manpower for the banking and multifinance sectors. Practitioners are involved in various stages of recruitment including candidate screening, interviewing, administrative management, and post-recruitment communication. Obstacles such as limited qualified candidates, communication barriers, and administrative complexities were overcome through a systematic approach and team collaboration. This experience developed the practitioner's business communication, time management, analytical thinking, and problem-solving competencies. Practitioners also gained an in-depth understanding of recruitment strategies in the outsourcing business and labor regulations. The Professional Work Program made a significant contribution in bridging academic theory with industrial practice and strengthening the synergy between educational institutions and the business world. It is recommended that the collaboration be continued through continuous training programs and responsive curriculum adjustments to strengthen the readiness of graduates to face the challenges of a dynamic labor market.

Keywords: Professional Work, PT Padma Raharja Sentosa, Recruitment Process, Talent Search, Outsourcing, Human Resources Management