

## **ABSTRACT**

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### **PROFESSIONAL WORK ACTIVITIES IN THE FINANCE & ACCOUNTING DIVISION AT PT PIT INDONESIA TEKNIKA**

*This Professional Work Report (Kerja Profesi) is prepared to describe the intern's experience during the internship program at PT PIT Indonesia Teknika, specifically in the Finance & Accounting Division under the Cashier/Account Payable section. The internship was carried out over six months, from January to July 2025, totaling 960 working hours. The objective of this internship program is to provide students with the opportunity to apply the knowledge acquired during their academic studies into real-world professional practices. Throughout the program, the intern was actively involved in various financial operations, including the verification of billing documents (STPB), creation and input of bank vouchers using the ERP Odoo system, and processing payments via Klik BCA. Additionally, the intern participated in supplementary activities such as warehouse stock opname, branch cash recap, and compiling journal entries for the annual balance sheet. The outcomes of this program indicate that direct exposure to real work environments significantly enhanced the intern's understanding of financial workflows and the importance of internal control within a company. This internship also strengthened the intern's technical and soft skills, providing meaningful contributions to their readiness to enter the professional workforce after graduation.*

**Keywords:** Internship, Finance & Accounting, Cashier/Account Payable, Odoo, Payment, STPB