

ABSTRACT

Syahila Bunga Fauziah (2022021012)

PROFESSIONAL WORK ACTIVITIES IN THE FUNDING & SERVICES UNIT AT PT BANK TABUNGAN NEGARA (PERSERO) TBK KC BINTARO JAYA

Practitioner carries out professional work at PT Bank Tabungan Negara (PERSERO) TBK KC Bintaro Jaya located at Jl. Prof. DR. Satrio, Pd. Jaya, Kec. Pd. Aren, South Tangerang City, Banten 15224. Professional work is carried out from March 3, 2025 to June 30, 2025. During the internship, the intern is placed in the Funding & Service Unit.

During the 3 (three) months of internship at Bank Tabungan Negara, Bintaro Jaya Branch, interns had the opportunity to learn, assist and be directly involved in various operational activities and banking services in the funding & services unit, interns had the opportunity starting from the customer service process, customer data management, QRIS & EDC submission service administration, document archiving, data input, compiling reimbursement administration, and supporting customer visit activities, canvassing promotional programs for banking savings products such as Institutional Deposits, and Institutional administration for the formation of Giro and Payroll. This experience provides valuable insight into the world of work, improves interns' understanding of banking systems and procedures, and hones communication skills, and teamwork in a professional manner.

Keywords: Funding, Professional Work, Administration, canvassing.