

ABSTRACT

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INTERNSHIP OVERVIEW OF HUMAN CAPITAL STAFF AT PT JAYA TEKNIK INDONESIA

The high unemployment rate in Indonesia demands an improvement in the employability skills of university graduates. The Merdeka Belajar Kampus Merdeka (MBKM) program serves as one of the solutions to develop student competencies through direct experience in the industrial world. This report presents an overview of the roles and tasks of a Human capital Training & Recruitment staff at PT Jaya Teknik Indonesia, as carried out by a Psychology student through a professional internship program. The internship lasted six months (960 working hours) and involved direct observation, active participation, and mentoring by a workplace supervisor. Main activities included recruitment processes, psychological test administration, test scoring, reporting observations, and contributing to employee training. The intern was involved in more than 100 test administrations and scorings, reviewed approximately 2,000 resumes, and designed and published 17 job vacancy advertisements. The intern also facilitated onboarding processes and updated employee databases. The outcomes indicate a strong integration between Industrial and Organizational Psychology (IOP) theories and practical human resource management. This experience provided a deeper understanding of recruitment and HR management processes in the industrial sector. The intern gained practical competencies in psychological testing and complex recruitment workflows, demonstrating high work readiness. This report recommends professional internships as a strategic bridge between academic learning and the professional world.

Keywords: Human capital, Recruitment, Psychological Testing, MBKM Internship, Industrial and Organizational Psychology