

## **ABSTRACT**

**Hana Rizky Harimansyah Putri (2019021109)**

### **WORKING PROCESS ACTIVITIES AS A TALENT MANAGEMENT INTERN AT PT ISS INDONESIA**

*Kerja Profesi (KP) also known as internship program is an activity that aims to prepare students as workers that are ready to enter the world of work. This activity will give them a direct overview about work so that students can integrate and apply the theories they learned. Pembangunan Jaya University also establish this program as one of their graduation requirements to support that goal. Therefore, intern had the opportunity to do internship at PT ISS Indonesia in Talent Management & Learning Development Department (TMLD) as Talent Management Intern in line with the major pursued, that is Human Resources Management. During the internship program, intern was given the responsibility to work on Business Process, SOP and Policy, recruitment and selection of Global & Indonesia Management Trainee, and also company's internship and research program. While working, intern gained knowledge about the recruitment process, creating program and policies, performance management, and succession planning.*

**Keywords:** *Internship program, Human Resources Management, Talent Management*