

ABSTRACT

Aisyah Shabihah (2019031037)

DESCRIPTION OF HUMAN CAPITAL INTERN WORK AT THE INDONESIA BINTARO HIGHSOPE SCHOOL

The Intern works in the Human Capital and General Affair Division as an intern at HighScope Indonesia Bintaro School. The Intern start working from June 6th 2022 until August 31st 2022 with a total of approximately 60 days. During the internship, The Intern administer psychological tests such as giving instructions during the psychological test, scoring the psychological test results and interpreting the psychological test results in the form of a report. The Intern also observe candidates when being interviewed and are sometimes given the opportunity to conduct interviews with candidates under the supervision of a Professional Work Mentor. By carrying out professional work, The Intern is able to find out the workflow of recruitment of a school or educational foundation. The Intern, earned a lot of new experiences and increase connections in the work culture as a Human Capital staff, the Intern also gained a lot of new insights about the world of recruitment.

Keywords: human capital, recruitment and school