

ABSTRACT

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DESCRIPTION OF HUMAN RESOURCE STAFF WORK IN DEVELOPING HUMAN RESOURCES IN PT. QUANTA TUNAS ABADI (HIGEN)

Improving and developing human resources can be through education, one of which is by means of internship program. Internship program is an opportunity for students to apply the lessons learned during their studies in the world of work. Intern get the opportunity to do an internship program at PT. Quanta Tunas Abadi (HIGEN) for three months or approximately 413 working hours. Intern start doing internship program from June 13 – September 12 2022 with the position of Human Resource staff. During internship program, Intern are assigned to do various jobs, conduct training to develop and advance the company and conduct a survey on job satisfaction. There is also additional work that Intern does, namely designing and contacting the company's customer.

Keywords: *Internship Program, Human Resources, Training.*