

ABSTRACT

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WORKING DESCRIPTION OF HRD (HUMAN RESOURCE DEVELOPMENT) STAFF AT PT. BERSUA MAIN INDONESIA (COFFEE BERSUA)

The role of HRD (Human Resource Development) has an important position for a company because one of HRD's tasks is to recruit competent employees. In this case, a person will learn to become an HRD or other job before starting to work in real terms, therefore higher education institutions hold an internship program so that students can get sufficient knowledge before starting to enter the real world of work. The intern carry out internship program in HRD section which is located at PT. Bersua Utama Indonesia (Kopi Bersua), the implementation of an internship program carried out by the intern has relevance in accordance with the Industrial and Organizational Psychology courses that have been studied previously, one of which is the procedure for conducting recruitment. Obstacles faced by the intern during the intenship period, namely PT. Bersua Utama Indonesia (Kopi Bersua) doesn't yet have a written organizational structure so that sometimes the flow of reporting on problems that employees experience doesn't follow the flow according to the organizational sequence.

Keywords: HRD (human resource development), professional work, recruitment process.