

ABSTRACT

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PROFESSIONAL ACTIVITIES AS PROJECT ADMIN AT PT SENIOR MARKETING SYSTEM INDONESIA

Professional Work (KP) is an activity that aims to provide an overview of the world of work to students, especially students of Pembangunan Jaya University. Practitioners have the opportunity to carry out professional work activities at PT Senior Marketing System Indonesia. Which is a subsidiary of a Japanese-owned company and wholly owned by health information infrastructure company No. 1 in Japan. Practitioners are placed in the telesurvey and project admin sections where their duties are to conduct telephone surveys, organize and manage participant data, create groups for all activities that will take place & invite participants into activity groups and run the zoom platform both in activity sessions and training sessions and make reports program.

Keywords : *Professional work, telesurvey, project admin, telephone, zoom*