ABSTRACT

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ANALISIS PROSES PADA PROGRAM *MEMBER GET MEMBER* UNIVERSITAS PEMBANGUNAN JAYA

Practitioners are given the opportunity to do professional work at the Universitas Pembangunan Jaya PHA unit (Marketing, Public Relations and Admission) for three months starting from June to the end of August under the direction of Irwin Winarjo as Sales Team Supervisor. Pembangunan Jaya University is a private higher education institution supported by the Pembangunan Jaya Group Business Group. The practitioner conducts Member get member Process Analysis for UPJ activities, which is one of the programs under the UPJ PHA unit. The purpose of the Member get member Process Analysis is to determine the order of execution in the Member get member Process which aims to determine the process that is being used. Member get member is a system used to conduct recruitment for new members so that regeneration occurs in organizations, offices and businesses.

Keywords: Universitas Pembangunan Jaya, *Member get member*, Process Analysis.