

ABSTRACT

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DUTIES AND RESPONSIBILITIES OF ARCHITECT IN THE PROCESS OF CONSTRUCTION OF JAYA MANDALA SERVICE APARTMENT BUILDING IN TEBET AND WAREHOUSE RENOVATION IN CIBINONG.

During internship in the Contractor company PT. Arah Bangun Mandiri, intern got the opportunity to handle two projects, which are the construction project Jaya Mandala Service Apartment in Tebet and the Warehouse Renovation project in Cibinong. In both projects, the intern had different duties and responsibilities. Details of the duties and responsibilities of the intern in the Jaya Mandala Service Apartment project in Tebet are to supervise the project development, as well as revise and compile as built drawings for a final project report under the direction and guidance of Project Architect and Senior Architect. Then in the Warehouse Renovation project in Cibinong, the intern had the duties and responsibility to make shop drawings, create 3 dimensional images of each warehouse building and supervise to ensure the suitability of shop drawings with project development in the field, under the direction and guidance of Project Architect and Senior Architect. Through the creation and revision of shop drawings, intern learnt to listen and understand the development constraints faced by construction workers, understand the communication in the project through the shop drawing document and understand the technical details of the drawings faced by the Contractor.

Keywords: duties, responsibilities, Contractors, Architects, as built drawings, shop drawings, Senior Architect, Project Architect.