ABSTRACT

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Aktiviatas Administrasi Pada Divisi Penjualan PT Perusahaan Perdagangan Indonesia (Persero)

Internship is a important activity for students which aims to add students experience go directly to the field according to the chosen science background, internship lasts for three months on PT Perusahaan Perdagangan Indonesia (Persero). Practitioner placed on the sales division of PT Perusahaan Perdagangan Indonesia. In internship activities, Practitioner have the opportunity to directly conduct sales activities in the category of administrative sales such as completion of documents related to the redemption of fertilizer. Practitioner also directly involved in the activities of selling food commodities to the community in order bazar warung Ramadhan. This Internship provides benefits to Pactitioner is to provide an overview and insight about the world of work, provide opportunities to Praktikan to apply the theories that have been studied, and add Praktikan skills to improve competitiveness in the world of work.

Key word: sales, administration, working world