

## **ABSTRACT**

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### **PROFESSIONAL WORK ACTIVITIES OF THE MARKETING AND OPERATIONS DEPARTMENT AT PT PHIBETHA KALAMWIJAYA**

*Internship Report in Marketing Management at PT Phibetha Kalamwijaya, located at Jl. Saptaruna 3 No.5 11, RT.9/RW.10, Pd. Pinang, Kebayoran Lama sub-district, South Jakarta City, Special Capital Region of Jakarta 12330. The internship period was from June 12, 2023, to August 25, 2023. The intern is a student of the Bachelor of Management Program, Faculty of Humanities and Business, Universitas Pembangunan Jaya. The purpose of the internship was to broaden insights, gain experience, and train oneself for future work. The intern carried out work activities at the BPJS Employment branch in South Tangerang. During the internship, the intern had the opportunity to help manage client data and parties bound by cooperation, search and monitor tenders provided by providers, compile tender qualification documents and attend invitations to prove qualification documents. The internship provided extensive experience for the intern and offered insights into the professional work environment.*

**Keywords:** *Work Activities, Marketing, Operational, Phibetha Kalamwijaya*