

## **ABSTRACT**

**Kamelia Irene Verena (2019031062)**

### **THE OVERVIEW OF HR ASSISTANT AT PT DINASTI WAHAB NUSANTARA**

*Students are often required to be skilled when they graduate and have areas of expertise that suit professional needs. One solution to overcome this gap is to strengthen collaboration between the education and the professions. Therefore, Universitas Pembangunan Jaya together with the Department of Psychology created "Kerja Profesi" which aim for students to gain new experiences that can be in accordance with the lessons they have learned in campus. Intern have the opportunity to carry out internship as an HR Assistant in the HRGA division at PT Dinasti Wahab Nusantara. Practitioners are also given the task of carrying out the recruitment process from updating job descriptions and job specifications, screening CV, conducting interview.*

**Keywords :** *human resource, kerja profesi, Dinasti Wahab Nusantara*

