## **ABSTRACT**

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## THE OVERVIEW OF HR TRAINING AND DEVELOPMENT STAFF WORKFLOW AT PT. AGGREKO ENERGY SERVICES INDONESIA

Human resources are an important asset owned by the company. Because with human resources, the success of the organization can be carried out. But to create that success, it takes human resources that are competitive and generative. Human resources will be successful if training is conducted. Training is an ongoing step to determine the knowledge required by human resources or employees. In addition, training is an activity to improve employee proficiency in a company to produce an actual change in behavior. Therefore, in the current internship, intern out internship in the field of HR Training and Development. The internship is tasked to design an employee training.

**Keywords**: Human Resources, Employee Training, Professional Work

