

LAPORAN AKHIR LATIHAN INDUSTRI DI  
GAPIMA SDN. BHD.  
SUBANG JAYA, SELANGOR

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(KUSTEM)

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**INDUSTRIAL TRAINING FINAL REPORT AT  
GAPIMA SDN. BHD.  
SUBANG JAYA, SELANGOR.**

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## PENGESAHAN KEASLIAN LAPORAN

Dengan ini saya **MOHD AMIRUL ARSYI BIN MOHD SHARIN @ ZAWAWI**, mengaku bahawa laporan Latihan Industri bagi kursus **PGN 4799** ini adalah hasil usaha saya sendiri. Semua bentuk penulisan yang terkandung di dalam laporan ini adalah merupakan pandangan dan pendapat saya berasaskan pengaplikasian teori dan pengalaman yang dipelajari semasa menjalani latihan industri semata-mata. Dimaklumkan di sini Fakulti Pengurusan dan Ekonomi (FPE) KUSTEM tidak terikat dengan isi kandungan laporan tersebut.


Yang benar,



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## DEDICATION

First of all, I would like to thank Prof. Madya Dr. Shaharudin bin Dato' Abdul Hamid as KUSTEM Industrial Training Supervisor for all the help and advice that was given during my industrial training. I again would like to thank him from the bottom of my heart for the advice, guide and the opportunity given to me to complete this report.

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**MOHD AMIRUL ARSYI BIN MOHD SHARIN @ ZAWAWI**  
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## PREFACE

Industrial Training (PGN 4799) is crucial subject in Bachelor of Maritime Management. In industrial training, each trainee will be placed whether in government or private agencies. They will have the opportunity to learn about many things in the company that they attached to especially in maritime operation and work system. The trainee will undergo this training programme through observation or direct participation in company operation activities.

In this industrial training, undergraduates can adopt themselves in the real working life experience and also applying the theories that they learned in university. Trainee also will be exposed to the real working life and basic skills related to the subject they took.

Industrial training is one of the best ways to develop trainee's personalities and confident as a graduate so that in the future the trainee will not face difficulties to handle big tasks.

This report is part of conditions made by the faculty. From this report, industrial supervisor and faculty respectively can make assessment on trainee's performance and achievement during practical training.

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## **EXECUTIVE SUMMARY**

Industrial Training is a crucial subject component of Faculty of Management and Economy. After undergoing in industrial training for 12 weeks, the trainee had gained much information and experience beside of having opportunity to apply all the theories learned in the university. The trainee is exposed to working life and acquiring skills in related field to the programme and course taken in university. GAPIMA SDN. BHD. (GSB) is one of the companies that has provided trainee the training for 12 weeks. GSB is a company that provides services as a freight forwarding agent all over Malaysia. This company was established in 15<sup>th</sup> March 1974 and its headquarters (HQ) is in Subang Jaya. During the 12 months period, trainee was placed in Marine Services Division. Trainee has identified few important working system such as cargo claim system, market lead source system, and license application system. Based on these systems, trainee had recognized few problems that need attention and also has proposed a few solutions and suggestions to overcome these problems.