

CHAPTER IV

CONCLUSION

As the one of the most potential provinces in Java Island, East Java has the important roles to develop the country by cooperating with some nations in the world, especially in the economic and tourism sector. In order to help out the governor do the cooperation affairs, East Java established Administration and Cooperation Bureau. The bureau has the duty to facilitate cooperation between East Java Government and various parties, such as company, schools, organizations, and other groups both domestic and foreign cities. Having an opportunity to do an internship at East Java Provincial Government as a staff of Foreign Affairs Division gave the writer a lot of experiences and knowledge. During the internship, the writer learned about the task done by the Foreign Affairs Division staff members. Writing a letter, translating the documents, and making a meeting report are some examples of the task. In addition, the writer felt doing internship in the Administration and Cooperation Bureau was good and gave experiences, but the writer felt that the internship did not completely challenging because there was no special occasion in the Bureau during the January-March period. Hopefully, the experiences and knowledge which the writer got during the internship can be very useful and applied in the future.