

FINAL REPORT
A Job Training as an Administration Staff
at Cak Durasim
From 19th January to 20th February 2015
by:
Aidah Aqilah Husna
Student Number: 121210113083



For the degree of
AHLI MADYA (A.Md)
Major: Business Communication

ENGLISH DIPLOMA PROGRAM
FACULTY OF VOCATIONAL EDUCATION
UNIVERSITAS AIRLANGGA
2015

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Approved to be examined

Surabaya, 21 December 2015

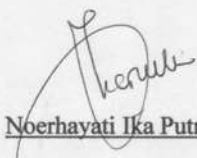
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ENGLISH DIPLOMA PROGRAM
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ii

This is to certify that the Final Report of

Aidah Aqilah Husna

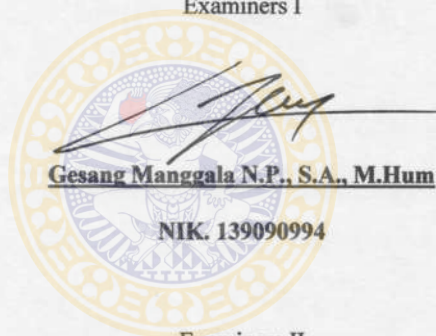
Has met the Final Report requirements Faculty of Vocational Education

Airlangga University

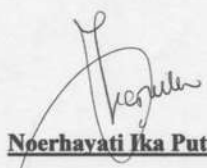
Surabaya, 30 December 2015

Board of Examiners

Examiners I



Examiners II



Noerhayati Ika Putri, M.A.
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*This Final Report is dedicated to
My Parents who always thought me to be
strong and patient doing everything in my
life. I also dedicated this Final Report to my
big family and my friends for never-ending
supported me.*

Thank you and I love you all

