

## TABLE OF CONTENT

A FINAL REPORT.....	ii
This to certify the final report of.....	iii
STATEMENT OF ORIGINALITY .....	iv
I DEDICATED THIS FINAL REPORT TO MY BELOVED PARENTS .....	v
TABLE OF CONTENT .....	vi
ACKNOWLEDGEMENT .....	viii
CHAPTER 1 .....	1
INTRODUCTION .....	1
1.1. Background of the report.....	1
1.2. Statement of the Problems.....	4
1.3. Purpose of the Report .....	4
1.4. Significant of the Report .....	4
1.5. Review of Related Literature.....	5
1.6. Methods of the Report.....	9
1.7. Framework of the Report .....	11
CHAPTER II.....	12
COMPANY DESCRIPTION.....	12
2.1. Company History .....	12
2.2. Organization Charts.....	15
2.3. Jobs and Responsibilities.....	15
2.4. Locations .....	16
2.5. Facilities .....	18
CHAPTER III .....	19
DISCUSSION .....	19
3.1. Description .....	19

3.2. Obstacles .....	31
3.3. Added Values .....	33
3.4. Related Courses .....	34
CHAPTER IV .....	35
CONCLUSION AND SUGGESTION .....	35
4.1. Conclusion.....	35
4.2. Suggestion .....	36
REFERENCES.....	38
APPENDIXES .....	40

### Table of Pictures

Picture 1 Organizational Chart.....	15
Picture 2 The office from google maps.....	17
Picture 3 <a href="https://paramminfratech.com/8idcqb/9hrhty993qtw/">https://paramminfratech.com/8idcqb/9hrhty993qtw/</a> .....	27
Picture 4 the letter from Bali Government Tourism Office .....	30
Picture 5 The writer's got her tasks to sort items that have been used up.....	41
Picture 6 The writer and her colleagues.....	41
Picture 7 The writer got her tasks to write a letter .....	41
Picture 8 The writer and the HRD in Bali Government Tourism Office .....	41