Abstract

I have completed my internship for the duration of nineteen weeks at Sriracha Immigration Office and office located near Koh Loi, Sriracha, Chonburi which was near my house. It is a part of my Bachelor's Degree requirement. It is my first time to work in a real workplace with officers during the period from 08 January 2018 to 18 May 2018. During my internship I had a lot of responsibilities, obligations and problems while I worked as an Sub-Inspector assistant. In this report I have mentioned what experiences I have gained and problems that I have faced.

The report will show my internship duties and other responsibilities taking place in the investigation room of Sriracha Immigration Office. My responsibilities were to answer phone calls from contacts and recorded residence information into the Immigration bureau system. Also I explained to foreigners for report residence information.

In this internship report I have described my experience and responsibilities with easy sentences to understand. I hope my experience of internship in this report would bring success.

SPU CHONBURI