Abstract

This report has been written as a partial fulfillment for my Bachelor's Degree. The requirement of Internship Training was from 7 January to 10 May, 2019 at U-Tapao International Airport Rayong – Pattaya.

The report will show my internship duties and other responsibilities in the PR office at U-Tapao International Airport Rayong – Pattaya. My responsibilities are in the Department of Guest Service Assistant and Public Relations. My jobs are checking the passenger's passport, boarding pass, immigration card and also helping the passenger in the airport and announcing the information to the passenger.

There are many challenges and problems experienced in the duration of my internship but I was able to handle all of them. The internship prepared me well in terms of personal and professional challenges.

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

SPUC CHONBURI