ABTRACT

I am a bachelor degree student in English for Business Communication at the Faculty of Liberal Arts of Sripatum University University Chonburi Campus. I have completed internship having duration of seventeen weeks at the Chon Inter Hotel. It is located in the centre of the Chonburi. The reasons I chose to do my internship at Chon Inter Hotel was I want to work with a three star hotel in the future and this place had many guests. So I wanted to know about how hotel system works here. My position was an assistant HR (Human Resource) trainee, and in this report I have included my working experience during the period from January 07, 2019 to May 10, 2019.

The report will show my internship duties at Chon Inter Hotel. This report includes my responsibilities of training and experience of work in the form of weekly reports, which was very useful for internship for new interns and for everyone. This report shared my experience for working in my office, and I developed my personality. I hope this report would help share about my workplace that look good as a place for everyone. I tried to write my reports with easy sentences to understand easily. I hope my experience of internship in this report would bring success.

SPUC CHONBURI