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**An Internship Report**

**at**

**“Bismillah Traders & Computerized Scale System”**

**Submitted in the partial fulfilment of the**

**Requirement for the award of degree of**

**BBA (BRG.)**

**Session: 2020-24**

**Submitted to:**

**Institute of Business Management and**

**Administrative Sciences (IBMAS)**

**Submitted by:**

**Student Name: Jam Muhammad Shahryar**

**Registration No.: F20BMGMT1MO1094**

**INTERNSHIP CERTIFICATE**

**“Bismillah Traders & Computerized Scale System”**

**Adda Bhatti Hotel, Khanewal Road, Lodhran­.**

**ISO 9001:2008 & FSSC 22000**

**Date: September 21th, 2023**

**TO WHOM IT MAY CONCERN**

It is certified that Mr. Jam Muhammad Shahryar s/o Muhammad Sajed, has successfully completed this internship in our organization from **7th August 2023 to 16th November 2023.**

During this period with us, his performance was extra ordinary, which is very essential to become a good professional.

We wish him all the best in his future endeavors.

**Company has reserved all rights.**

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**Talent Acquisition Manager**

**STUDENT’S DECLARATION**

I, Jam Muhammad Shehryar s/o Muhammad Sajjad, student of BBA BRG, 8th semester in the department off Business Management, the Islamia University of Bahawalpur, hereby declare that I have done my 12 weeks’ internship at Bismillah Traders & Computer Scale System and compiled this report myself keeping in view the format and guidelines provided by the Department. I also certify that all sources used and any help received in the preparation of this report have been duly acknowledged to the best of my knowledge and belief. I hereby declare that I have not submitted this material, either in whole or in part, for any other degree at this or any other institution.

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**Jam Sheryar S/O Muhammad Sajjad**

**Roll No. F20BMGMT1MO1094**

**Class: BBA**

**Semester: 8th**

**Session: 2020-24**

**Date: 22nd May 2024**

**DEDICATION**

Almighty Allah, the most merciful and compassionate, the source of all guidance and wisdom, I dedicate this humble offering to You. In Your boundless grace, you bestow upon us the blessings of life, love, and purpose. Your light illuminates our paths, guiding us through the darkness of doubt and fear. With every breath, we are reminded of Your infinite power and unfailing presence. May this dedication be a token of my gratitude, a whisper of praise, and a pledge of unwavering devotion to You, O Allah, the ever-forgiving and the most gracious. And also, to my supervisor who motivated me in times of despair and degree completion.

**EXECUTIVE SUMMARY**

This report contains my learning during my internship in Bismillah Traders & Computerized Scale System from 07.08.2023 to 16.11.2023. Bismillah Traders & Computerized Scale System located at Kanewal Road, Adda Bhatti Hotel covering almost area from Lodhran to Dunya Pur. Scale System have number of departments including Marketing & Sales, Accounting & Finance, Production, Shipping & Logistics, MIS (Management Information system). I was sent to different departments during my internship; there I got exposure of corporate world and learned a lot how to use your learning at institution in the practical field. Although both are quite different at hand but learning always help at every step. In this report I also brief functions of different departments through which I have gone through and afterwards I have also mention, what I gain in every department. In the last suggestion which I thought that are good for the Bismillah Traders & Computerized Scale System are given and then conclusion. Whole report is basically my learning on how to manage the work, decision making, leadership techniques, teamwork, and management of the organization.

**ACKNOWLEDGMENTS**

First of all, I want to thank my supervisor Mr. Muhammad Shakir for his guidance and advise me during my internship at Bismillah Traders & Computerized Scale System. It could quite impossible to make this report without his guidelines. Then I would like to thank my university supervisor, Dr. Dawood Nawaz for helping me for bringing my internship report to complete. I would like to express my gratitude to all the faculty and staff members of the Islamia University Bahawalpur. I am also thankful of my colleagues who helped me by providing informative instructions. I was closely attached with them during my internship term. Without them, this internship would have been very difficult. I also thank my parents, and some friends who kept on this long process with me, always offering support.

**Jam Muhammad Sheryar**