

INTERNSHIP SPOTLIGHT

Audrey Hendersah

Graduation Year: Fall 2018

Semester & Year of Internship: Summer & Fall 2018

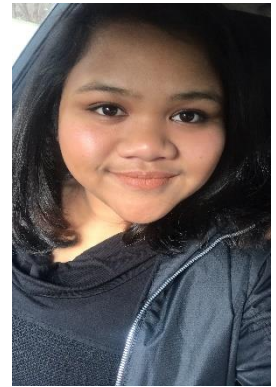
Major: Accounting

Hometown: Jakarta, Indonesia

Hobbies: Photography

Campus Activities: Photography Club & Tutoring

Future Plans/Career Goals: Become a Certified Public Accountant and Accounting Instructor



- **Internship (company/your title):** Excelsa Health Medical Group as Analyst and Accounting Intern.
- **How did you find your internship?** Through a Faculty member.
- **What were your duties?** Learning how to use reporting and accounting systems, cash reconciliation, journal entries, reviewing and updating excel spreadsheet, creating reports, and managing Capital.
- **How many hours per week were you at your internship site?** 30-35 hours during summer and 20-25 hours during fall.
- **What did you enjoy most about your internship?** Learning new skills, meeting new people, getting the feel of “real world” experience, new challenges, and able to pitch new ideas and opinions.
- **What was the most difficult aspect of the internship?** The adjusting period, since everything was so new to me, I was so scared and nervous to make mistakes. It was hard to learn because I get nervous all the time.
- **How did your experience at UPG and in the Accounting department prepare you for your internship?** Through the classes and consultation with the faculty members have helped me a lot in going through my internship.
- **How has your internship prepared you for a career?** This internship gave me an experience that I can talk about during my interviews. Also, it boosts my confidence and helps me to know what to expect in the “real world.” I learned a lot about myself, my strengths and weaknesses that I did not know before I started the internship. Therefore, I feel more prepared and not too scared in getting into my new job. I’ve learned a lot from the mistakes that I made during my internship; therefore, I can prevent myself from making the same mistakes. Furthermore, I’ve learned that one of the most important parts of a workplace is that I will meet all kinds of people with different personalities.
- **What recommendations do you have for other students about doing an internship?** Take your time and take it (the internship) as long as you can because there are a lot of aspects that you can learn. In my opinion a full summer is ideal but if you can do it longer you will learn a lot because usually the adjustment period is overwhelming and some things don’t “click” right away. Do not be afraid of making mistakes, in fact, you will learn the most from mistakes. The employer does not expect you to know everything, you are there as an intern to learn. Do your own research, when I get a project/assignment, I hate to say “I don’t know/I don’t know how to do it” before doing research about it, and that helped me during my internship not just to get the project done but also learning something new. Do not be afraid to ask them to show you something new or ask for different challenges. Get to know people around you and never hesitate to ask for help. Tell them how you feel, ask for feedback, and don’t be afraid to pitch ideas.

AH By checking this box (or initialing next to it) and emailing this document to the campus Internship Coordinator, I give permission to University of Pittsburgh Greensburg to utilize this document along with the photo provided in media publications such as the UPG website, campus bulletin boards, and additional media outlets.