

CHAPTER V

CONCLUSION & SUGGESTION

A. Conclusion

The writer finally can conclude this research based on the questions of the research of this paper. Each questions will be answered in the form of point below. It will also conclude the findings during internship beyond the 3 questions of the research. Here are the answers and conclusion of the research:

1. Based on analysis the writer conclude that there are several jobs description in from being administrator in Bekasi District Court, those job is registered incoming and outgoing letters, receive telephone call, archive incoming and outgoing letters, make official paper work for our of town trips, prepare the request work items and make photocopy of incoming and outgoing letters. A total 6 job description during internship in Bekasi District Court Class A1 special, from those job description the writer conclude that being an administrator operator is not easy job to do.
2. The author found that all the job descriptions that the author carried out during the internship had their own obstacles. Apart from that, the author also faced various obstacles ranging from technical obstacles to fundamental obstacles. All obstacles that the author faced were overcome during his 3 month internship as an administrator at the Bekasi District Court. This obstacle was discovered during the internship period.
3. The author concludes that every obstacle has been resolved. There were 5 obstacles, all of which have been resolved either by trial and error or with the help of officers. Patience is the key to overcoming most obstacles. Accuracy is also needed to overcome all challenges. Writers also have to be creative in dealing with several existing constraints. Sometimes the author will ask fellow writers or PN Bekasi staff

for help. The internet also contributes to overcoming some of the challenges during the internship. In the end, the author was able to resolve all these obstacles and when the same obstacles recurred, the author easily overcame these obstacles.

The writer also conclude that the whole Bekasi District Court procedural from upstream to the downstream has been designed in such way to make seamless services for the people seek and settle justices. Being an administrator require a nimble, mentality strong, thorough, firm and honest individual to do the job description that the writer mention above, overall being administrator in Bekasi District Court really need to know and very understand what they do, because the product of Bekasi District Court is fatal.

C. Suggestion

In In this suggestion section, the writer provide suggestion to all the parties involved in this observation to further develop this scientific paper and for the development of STBA JIA, Bekasi District Court, and the future research. These suggestions are as follows:

1. For the Bekasi District Court

The writer suggests that the quality of human resources be improved and the facilities available at the Bekasi District Court, especially wheelchairs for people with special needs. Second suggestion is Tighter security in employee elevators because sometimes there are people other than employees who go up to the courtroom without permission.

2. For STBA JIA

the writer suggests increasing the number of books in the library so that it is easy for students to do their final assignments, the second suggestion is to improve the existing facilities, for example such as speakers which are sometimes off and

sometimes on and also add facilities that make things easier for students, such as photocopying places and other office equipment like pens etc.

3. For the future researcher

This study should be expanded upon in future research by incorporating additional themes and theories. Aside from that, it would be preferable if there were variations in operator administrators in other judicial institutions such as the Religious Court, State Administrative Court, or even the High Court.

4. For other interns in Bekasi District Court

Takes a lot of knowledge there and do a good job, especially in the administration and finance room. There are many things that can be taken from there, especially in the field of state administration and finance, there is no distance between employees and interns. So if you want to be a good administrator, learn a lot from the employees.

