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FACULTY OF MANAGEMENT SCIENCES
DEPARTMENT OF ECONOMICS AND MANAGEMENT
A REPORT ON INTERNSHIP AT INDUSTRIAL DIVISION –MBALEL CITY
FROM 11TH MAY TO 11TH JULY 2025

BY

MASABA MOSES

REG.NO.BU/UP/2023/1224

YEAR TWO

**FIELD ATTACHMENT REPORT SUBMITTED TO THE FACULTY OF
MANAGEMENT SCIENCES IN PARTIAL FULFILLMENT OF THE REQUIREMENT
FOR THE AWARD OF THE DEGREE OF BACHELOR OF BUSINESS
ADMINISTRATION OF BUSITEMA UNIVERSITY**

DECLARATION

I MASABA MOSES ,BU/UP/2023/1224, hereby declare that this report is my original piece of work conducted from mbale industrial division council at my industrial training and has not been submitted to any university or any institution of training for any academic reward.

Name: MASABA MOSES

Signature: 

Date: 1st 10/9/2025

APPROVAL

I clarify that **MASABA MOSES** carried out his internship training with **mbale industrial division council** and has written his report under my supervision. I hereby declare his report ready to be submitted for the preparation of an award of a degree in Bachelors of Business Administration.

Field Supervisor

Name: MALOMO RICHARD

Signature:

[Handwritten signature: Malomiff]



Date:

1/9/2025

Academic Supervisor

Name: TAAKA HOPE

Signature:

[Handwritten signature]

Date:

2nd. 09. 2025

ACKNOWLEDGEMENTS

In a warm and glad appreciation to have all my works done, I would like to thank the Almighty God who helped me to successfully complete my internship. Secondly, I am thankful to the staff **Mbale industrial division council** for granting me the opportunity to work and learn within the organization and I am also grateful for their guidance and support. Special thanks goes to my academic supervisor, Mrs. Taaka Hope and my field supervisor, Mr. Malomo Richard for their advice that helped me to gain invaluable knowledge as an individual in my field work. To my beloved friends. Okello Allan and Namutosi Betty., I appreciate your support financially and thanks for your encouragement. May the almighty God bless you abundantly.

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LIST OF ACRONYMS AND ABBREVIATIONS

BBA Bachelor of Business Administration

PDM Parish Development Modal

SECTION ONE

1.0 INTRODUCTION

This chapter contains the background of the Internship exercise, the objectives of the Internship, scope of the Internship (Geographical, Content and Time scope), the organizational profile (the background, vision, mission, goals, objectives and the organizational structure, what the organization does and its clients.

1.1 OBJECTIVES OF THE INTERNSHIP EXERCISE

The objectives include the main objective and specific objectives as seen below

Main Objective

- To connect the knowledge learnt in the lecture rooms with real-life applications in order for a student to have ultimate practical experience.

Specific Objective

- To discover the wider range of services, agencies and professions
- Available and the types of education needed to engage in these professions.
- To expose students to particular jobs and professions.
- To provide students with experiential learning opportunities to acquire soft skills needed in the workplace such as communication, leadership, problem-solving and teamwork.
- To enable the supervisor, assess the student's performance in the field.

1.2 SCOPE OF THE INTERNSHIP EXERCISE (Geographical scope, Content Scope and Time Scope)

Organization [location and description of place of field attachment]

- Mbale industrial division council is found in the Eastern region in Uganda in Mbale City ..The division started its operations in 2018.This division is also located in Masaba ward, Indian quarter cell divided. The office is also found in the eastern side of the division. This division office is operated under two sides which are the Eastern side of the division and also the western side of the division. The division works under the operation of Mbale city council as its main headquarters. It's also headed by the division Mayor of industrial division Mahamood Masaba Mutenyo.