

PERAN DEPARTEMEN *PURCHASING* DI PT. LIMANJAYA ANUGRAH TEXTILE PASURUAN

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ABSTRAK

Laporan ini bertujuan menggambarkan peran pembelian di PT. Limanjaya Anugrah Textile Pasuruan. Pembelian adalah salah satu fungsi penting dalam berhasilnya suatu operasi dalam perusahaan dan pengawasan perlu dilakukan terhadap pelaksanaan fungsi ini.

Aktivitas yang dilakukan selama praktik kerja lapangan yaitu membuat *purchase order*, negosiasi harga, melakukan pengadaan barang dan pengarsipan dokumen. Selama kerja praktik di departemen *purchasing*, ditemukan beberapa kendala yang menyebabkan terhambatnya pengadaan dan pembelian barang. Hal ini menunjukkan bahwa ada yang perlu diperbaiki dari proses pembelian yang dilakukan oleh PT. Limanjaya Anugrah Textile Pasuruan.

Oleh karena itu, berdasarkan hasil pembahasan Laporan Kerja Lapangan bahwa pengalaman dan profesionalisme seorang *purchasing* adalah yang paling diutamakan dalam menghadapi semua permasalahan demi keberhasilan suatu tujuan perusahaan khususnya di *Purchasing Departement*.

Kata Kunci: Pembelian, Supplier, Arsip.

THE ROLE OF THE PURCHASING DEPARTMENT AT PT. LIMANJAYA
ANUGRAH TEXTILE PASURUAN

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ABSTRACT

This report aims to describe the buying role at PT. Limanjaya Anugrah Textile Pasuruan. Purchasing is one of the important functions in the success of an operation within the company and supervision needs to be carried out on the implementation of this function.

Activities carried out during field work practices include making purchase orders, negotiating prices, procuring goods and filing documents. During practical work in the purchasing department, several obstacles were found that caused delays in the procurement and purchase of goods. This shows that there is something that needs to be improved from the purchase process carried out by PT. Limanjaya Anugrah Textile Pasuruan.

Therefore, based on the results of the discussion of Field Work Report that the experience and professionalism of a purchasing is the most important in dealing with all problems for the success of a company's goals, especially in the Purchasing Department.

Keywords: Purchasing, Suppliers, Archives.