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CHAPTER II

GENERAL DESCRIPTION

A. Company's Profile

1. History

Universitas Multimedia Nusantara (UMN) is a university base on Information and Communication Technology (ICT) that was established in 2007. Universitas Multimedia Nusantara logo was a blue globe with ten white squares. Globe resembles The existence of UMN which has an existence as a university that has international credibility, a global university that is not oriented to any particular class, religion, ideology, or group and UMN students are all young generations of the world from all backgrounds.



Figure 2.2

Universitas Multimedia Nusantara

The white square resembles advances in communication and information technology can play a role in the convergence of various fields of life in the world, all of which are sophisticatedly interconnected. Uniting the diversity of communities that are interconnected with good communication to form a harmonious world community.



Figure 2.3

UMN logo

Open white square resembles That UMN, every human being and all aspects of life had the idea of having the openness to continue to develop and always go beyond itself towards unlimited aspirations out there. ICT must be able to help to deliver it. Blue coloration resembles Technology, particularly information and communication technology (ICT) (Universitas Multimedia Nusantara).

Universitas Multimedia Nusantara is part of Yayasan Multimedia Nusantara founded by Kompas Gramedia. The first and second university building is inaugurated in 2009 at Scientia Garden in Garding Serpong and the third building is inaugurated in 2012. (Universitas Multimedia Nusantara) UMN begin to build many facilities to help the student in the learning process and Dormitory is one of them.

Dormitory UMN is a facility that has been provided by Universitas Multimedia Nusantara for the students, especially those from outside Jabodetabek. The main purpose of establishing the UMN dormitory is to form students to be independent, sensitive, and adaptable to a pluralistic environment and foster a spirit of creativity in college students. The UMN Dormitory is managed by Ms. Evy Novita R, ST under the responsibility of Mr. Ir. Andrey Andoko, M.Sc (Deputy UMN Rector II).



Figure 2.4

Building A&B



Figure 2.5

Building C

Each room is equipped with a spring bed, wardrobe clothes, study tables, study chairs, and full AC. Public facilities in UMN dormitory is equipped with a guest lobby, pantry on each floor (equipped with refrigerator, gas stove, and microwave), 24-hour internet connection (can be accessed from each room), integrated security system, cleaning service, stationery, canteen, discussion room for study together, place parking for vehicles (cars, motorbikes, and bicycles).



Figure 2.6



Hotel operations logo

In 2017 UMN does topping off for the third tower that indicates there is an increasing number of classes and facilities. In the same year, UMN announces that they open a new study program Hotel Operations and Multimedia Journalism. The facilities that UMN build for the new studies program are a kitchen lab, Housekeeping lab, Restaurant lab, Front Office lab, and new Computer lab that have a hotel reservation system to help the student in the learning project.

2. Dormitory Facilities


a. Rooms





Table 2.1
Rooms in UMN Dormitory



No.	Room Type	Description
1.	 <p>Figure 2.7 Single Room</p>	<ul style="list-style-type: none"> a. Room size: 3,8m x 4m b. Benefit: <ul style="list-style-type: none"> Study table Chair Wardrobe Air conditioner Toilet inside / outside c. Room Rate Rp. 2.050.000 per month
2.	 <p>Figure 2.8 Double Room</p>	<ul style="list-style-type: none"> a. Room size: 4m x 4m b. Benefit: <ul style="list-style-type: none"> 2 Study table 2 Chair Wardrobe Air conditioner Toilet inside c. Room Rate Rp. 1.600.000 per month

b. Public Facilities

Table 2.2
Public Facilities in UMN Dormitory

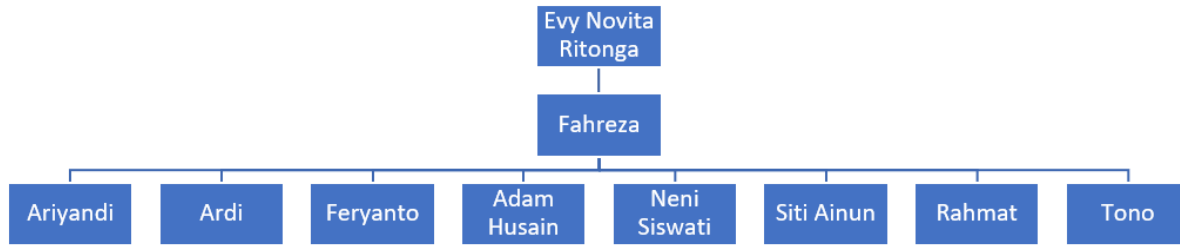
No.	Facilities	Description
1.	 <p>Figure 2.9 Lobby</p>	<ul style="list-style-type: none"> a. Location: the first floor of the building A&B and C b. Facilities: <ul style="list-style-type: none"> 1) lobby desk 2) clock 3) key deposit 4) report book 5) cleaning request book 6) infrared thermometer

1.	 <p>Figure 2.10 Pantry</p>	<p>a. Location: one on each floor</p> <p>b. Facilities:</p> <ol style="list-style-type: none"> 1) microwave 2) gas stove 3) sink 4) television 5) dining table 6) two bench
2.	 <p>Figure 2.11 Laundry</p>	<p>a. Location: Lobby building C</p> <p>b. Price:</p> <ol style="list-style-type: none"> 1) wash,dry,folded = Rp 30k/40k per 3kg/5kg 2) wash,dry,ironed = Rp 35k/45k per 3kg/5kg <p>c. Opening hours : Open 07.00 until 17.00 (Monday – Sunday)</p>
3.	 <p>Figure 2.12 Cafeteria</p>	<p>a. Location: Behind building C</p> <p>b. Space to buy food</p>
4.	 <p>Figure 2.13 Parking Area</p>	<p>a. Location: for cars in front of the lobby for the motorcycles behind lobby A&B</p> <p>b. Operating hours :</p> <ol style="list-style-type: none"> 1) Open 08.00 until 23.00 (Monday – Thursday) 2) Open 08.00 until 23.30 (Friday – Sunday and before the holiday)

<p>5.</p>	 <p>Figure 2.14 Student Lounge</p>	<p>a. Location: Lobby Building A&B b. Facilities: 1) 23 chairs 2) 2 meeting table 3) whiteboard 4) bookshelf 5) printer 6) water dispenser c. Opening hours : 1) Open 08.00 until 23.00 (Monday – Thursday) 2) Open 08.00 until 23.30 (Friday – Sunday and before the holiday)</p>
<p>6.</p>	 <p>Figure 2.15 Basketball Corner</p>	<p>a. Location: Near the security post b. The ball is not provided c. Opening hours : Open 24/7</p>

B. Organizational Structure

The UMN Dormitory is managed by Ms. Evy as Manager and followed by Mr. Reza as a supervisor for the Housekeeping department then followed by eight Housekeepers. The housekeeper in the dormitory did not handle a specific area but some housekeeper did have their work area.



Figures 2.16
UMN Dormitory Housekeeping Department Organizational Charts

UMN's Dormitory working with PT. Gilang Pratama Sejahtera to outsource housekeeper. UMN's Dormitory is had outsourcing housekeeper to keep the cleanliness quality. According to hotelmanagement.net mostly number one reason the manager would consider outsourcing is that it is much cheaper. Besides that statement, the study explains that outsourcing the staff help to reduce not just direct wages, but also the recruiting and training time and cost. (Hotel Management staff, 2010) The housekeeper that works in the Dormitory has had a minimum of one year's experience at the housekeeping department and has its regulation to keep their standard.

Students are under supervisory by the specific housekeeper during the industrial placement period in the dormitory. Building A is supervised by Mr. Ariyadi and Mr. Feryanto, building B is supervised by Ms. Neni and Ms. Ainun, the dormitory yards and parking area is supervised by Mr. Ardi, building C is supervised by Mr. Adam, the cleaning room for students group leader is supervised by Mr. Ariyadi for male student building and Ms. Neni for female student building.