CHAPTER II

GENERAL DESCRIPTION OF BALAI BAHASA BANDUNG

2.1 General Description

Balai Bahasa is under of Departemen Pendidikan Nasional. In 1966 Balai Bahasa was called Lembaga Bahasa dan Budaya. In September 1999, it changes into Balai Bahasa Bandung. Balai Bahasa Bandung is located at Jalan Sumbawa No. 11, Bandung, West Java, 40113. It opens at 8 am to 3 pm, from Monday to Friday.

Balai Bahasa Bandung is a place for everybody who wants to know about Indonesian Language. This place is a center of Indonesian and local language in West Java. Thus, besides Indonesian Language we can learn about Sundanese language and accent in Balai Bahasa. Balai Bahasa has also a program for everyone who wants to know how their language proficiency, that is UKBI or Uji Kemampuan Berbahasa Indonesia. The test is free for students, teachers, faculty employee, community or native people.

In order to reach its goal in preserving and maintaining indonesia Language, Balai Bahasa cooperates with other agencies, both private and public, in making a research, training, coaching, editing and so on.

2.2 Job Position and Coordination

2.2.1 Job Position

In conducting the job training, the writer was assigned to make a radio script about Indonesian literature. Then, the writer made a research proposal from one Indonesian novel, and the last is translating some chapters of Claude Levi-Strauss's book.

2.2.2 Job Coordination

Balai Bahasa Bandung divided to two division, the literature and linguistic for job training. The writer choosing the literature and the coordination of literature division is Asep Rahmat Hidayat, M.Hum, his job position is

Pembantu Pimpinan (Bidang Pengembangan), and his job responsibility is an UKBI (Uji Kemampuan Berbahasa Indonesia) arranger, colleague of language, instructor of language and literature.

2.2.3 Responsibilities

During the job training, the writer has responsibility to contribute the literary division in Balai Bahasa Bandung. Here are the responsibilities of the writer:

1. Make a radio script about Indonesian literature; the theme of the script is about the recycle of short stories from Seno Gumira Adjidarma by young writers.
2. Make a research proposal from one Indonesian novel and the title of novel is Padang Bulan by Andrea Hirata. The writer found a lot of feminism issue in that novel.

3. Translate some chapter of Claude Levi-Strauss's Structural Anthropology.