ABSTRACT

CREATING THE POSITION EVALUATION AT THE ADMINISTRATION AND PERSONNEL SUBDIVISION IN THE REGIONAL LEGISLATIVE COUNCIL OFFICE OF SOUTH SULAWESI PROVINCE

Author : Andini Tri Ramadhani
Supervisor : Muttaqin

Position evaluation in the Administration and Personnel Sub-Division at the Regional Legislative Council (DPRD) Office of South Sulawesi Province does not have employees who are experts in preparing position evaluations, so position evaluations have never been carried out. Based on these problems, this study aims to create the position evaluation at the Administration and Personnel Subdivision in the Regional Legislative Council of South Sulawesi Province.

This study uses a type of qualitative research with a descriptive approach. The evaluation methods used by data analysts in this study are interviews, observations, and document reviews. Interviews were conducted with several positions in the Administration and Personnel Sub-Division that will be evaluated for positions: the Head of the Administration and Personnel Sub-Division, Performance Analyst, Personnel Manager, Letter Manager, and Member Administration Materials Manager.

The research results are a position evaluation design that contains the position value and position class in accordance with the Regulation of the Head of the State Civil Service Agency Number 21 of 2011 concerning Guidelines for the Implementation of Position Evaluation. Based on the results of the calculation of the position evaluation that has been made, the position of Head of the Administration and Personnel Subdivision has a position class of 9 (nine) with a position value of 1470, Performance Analyst has a position class of 7 (seven) with a position value of 985, Personnel Manager, Letter Manager, and Member Administration Material Manager have a position class of 6 (six) with a position value of 775. The researcher hopes this research can be used as a learning material for the community and future research.

***Keywords**: Position Evaluation, Position Value, Position Class, Administration and Personnel Subdivision*

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