ABSTRACT

THE EFFECT OF JOB DESCRIPTION AND JOB SPECIFICATION ON THE PERFORMANCE OF EMPLOYEES IN THE SUPERVISION SECTION KPP PRATAMA TASIKMALAYA

By:
ALEN PURNAMA
193402064

Under Guidance:
H. Epi Dani Harison
Ane Kurniawati

This study aims to determine the effect of Job Description and Job Specification on Employee Performance in the supervision section of KPP Pratama Tasikmalaya. The population in this study were all employees of the supervision section of KPP Pratama Tasikmalaya, totaling 54 people. The sample in this study amounted to 54 people with determination using nonprobability sampling method. The research approach used is a quantitative approach with survey methods. The analysis method used is path analysis. The results showed that job description, job specification, and employee performance were included in the very good classification. Simultaneously, it can be concluded that there is a significant influence between job description and job specification on employee performance. Partially, job description has a positive and significant effect on employee performance, and job specification has a positive and significant effect on employee performance.

Keywords: *Job Description, Job Specifications, Employee Performance*

ABSTRAK

PENGARUH JOB DESCRIPTION DAN JOB SPECIFICATION TERHADAP KINERJA PEGAWAI BAGIAN SEKSI PENGAWASAN KPP PRATAMA TASIKMALAYA

Oleh:
ALEN PURNAMA
193402064

Di Bawah Bimbingan:
H. Epi Dani Harison
Ane Kurniawati

Penelitian ini bertujuan untuk mengetahui pengaruh *Job Description* dan *Job Specification* terhadap Kinerja Pegawai bagian seksi pengawasan KPP Pratama Tasikmalaya. Populasi dalam penelitian ini adalah seluruh pegawai bagian seksi pengawasan KPP Pratama Tasikmalaya yang berjumlah 54 orang. Sampel dalam penelitian ini berjumlah 54 orang dengan penentuan menggunakan metode *nonprobability sampling*. Pendekatan penelitian yang digunakan adalah pendekatan kuantitatif dengan metode survey. Metode analisis yang digunakan menggunakan analisis jalur (*path analysis*). Hasil penelitian menunjukkan bahwa *job description, job specification,* dan kinerja pegawai termasuk dalam klasifikasi sangat baik. Secara simultan dapat disimpulkan bahwa terdapat pengaruh yang signifikan antara *job description* dan *job specification* terhadap kinerja pegawai. Secara parsial *job description* berpengaruh positif dan signifikan terhadap kinerja pegawai, dan *job specification* berpengaruh positif dan signifikan terhadap kinerja pegawai.

Kata Kunci : Deskripsi Pekerjaan, Spesifikasi Pekerjaan, Kinerja Pegawai