

## **ABSTRAK**

### **ANALISIS KINERJA PEGAWAI PADA KANTOR KECAMATAN CIAWI**

Oleh:

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Analisis kinerja pegawai pada Kantor Kecamatan Ciawi. Penelitian ini dilaksanakan pada Kantor Kecamatan Ciawi. Tujuan penelitian ini adalah untuk mengetahui bagaimana kinerja pegawai pada kantor Kecamatan Ciawi serta faktor penghambat Kinerja pegawai pada Kantor Kecamatan Ciawi. Metode yang digunakan dalam penelitian ini adalah metode pendekatan deskriptif kualitatif. Sumber data yang digunakan adalah sumber data primer dan data sekunder. teknik pengumpulan data observasi, wawancara dan dokumentasi. Teknik analisis data menggunakan wight mean score (WMS). Dari hasil penelitian dapat disimpulkan bahwa kinerja pegawai pada kantor kecamatan Ciawi di nilai dari Kuantitas kerja, Kualitas Kerja, Pelaksanaan Tugas, Tanggung Jawab, Kemampuan, dan Ketepatan Waktu secara keseluruhan cukup baik. Hal ini dikarenakan masih ada beberapa indikator yang belum maksimal sehingga kinerja pegawai pada Kantor Kecamatan Ciawi belum mencapai tujuan yang ingin di capai dan masih adanya faktor penghambat dalam mewujudkan kinerja pegawai pada Kantor Kecamatan Ciawi dalam memberikan pelayanan yang prima.

***Kata Kunci: Kinerja, Pegawai, Kantor Kecamatan Ciawi.***

## ABSTRACT

Yanuaris Degei, Public Administration Study Program, Faculty of Social Political, and Computer Sciences, Djuanda University of Bogor 2023, Employee Performance Analysis at the Ciawi District Office, Supervisor I: Dr. Hj. Rita Rahmawati, Dra., M.Sc. Advisor Supervisor II: Y.G. Goris Seran, Drs., M.Sc.

A District agency is a government area that provides the public with direct or indirect services to the community. In Indonesia, Districts have a strategic position and crucial role in the administration and provision of public services, as well as in the empowerment of the local community. The research was conducted at the Ciawi District office, Bogor Regency. The problem that occurs with the performance of employees at the Ciawi District office is that there are complaints when dealing with correspondence that takes too long. Other issues include the lack of facilities and infrastructure to support employee performance, the non-fulfilment of employee performance standards and the weakness of some of the quality of apparatus resources in terms of technological Knowledge. The purpose of the study is to determine the performance of employees at the District Office. To find out the inhibiting and supporting factors for employee performance at the Ciawi District Office, knowing the efforts made, to overcome obstacles in employee performance at the Ciawi District Office.

The method used a descriptive with a quantitative approach. Data collection techniques used interviews, questionnaires, and literature study. The population consisted of 46 employees, and the sample consisted of 21 employees, taken by purposive sampling technique as many as people who understood the performance conditions of employees in the Ciawi District. Data analysis techniques used *Weight Mean Score (WMS)*.

The findings demonstrated that the Ciawi District Office's Employee performance had been well with an overall average value of 4.24 meeting the criterion for a Good value. Employees at the Ciawi District Office carry out their duties and responsibilities in accordance with their respective fields that have been assigned.

The conclusion shows that the employee Performance at the Ciawi District Office has been carried out well, but there are still challenges to overcome, including low educational attainment, a lack of employee discipline, and inadequate human resources. Employee performance coaching and training are examples of actions used to overcome barriers.

The recommendation from this study is that employees at the Ciawi District office should further improve the quality of their work by emphasizing accuracy, thoroughness, skill and cleanliness in carrying out the work assigned to them.

**Keywords:** *Performance, Employee, Office, District, Ciawi.*