E-ISSN: XXXX-XXXX
P-ISSN: XXXX - XXXX
Halaman 108-118
Volume 1 Nomor 2 Tahun 2023

Design of Civil Servant Data Management System at The National And Political Unit Agency at The Office of The Governor of West Papua Province

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Abstrak

Penelitian ini dilatarbelakangi oleh pengolahan data pegawai yang belum tertata rapi dalam database, namun dalam pengolahan data membutuhkan waktu yang lebih lama sehingga tidak efektif dan efisien. Penelitian ini menggunakan jenis penelitian deskriptif kualitatif dengan menggunakan metode pengumpulan data yaitu wawancara, observasi dan studi literatur. Aplikasi ini menggunakan pengujian black box, bahasa pemrograman PHP dan MYSQL. Hasil dari penelitian ini adalah merancang sistem pengelolaan data PNS berbasis web. Hasil dari penelitian ini agar mempermudah pegawai, pimpinan dalam mengakses informasi dan bidang kepegawaian dalam mengelola data kepegawaian sehingga dapat meminimalisir waktu.

Kata kunci: *Website, PHP, MYSQL, PNS.*

Abstract

This research is motivated by the processing of employee data that has not been neatly arranged in a database, but in processing data it takes more time so it is not effective and efficient. This study uses a qualitative descriptive type of research using data collection methods, namely interviews, observations and literature studies. This application uses black box testing, PHP and MYSQL programming languages. The result of this research is to design a web-based civil servant data management system. The results of this study are in order to make it easier for employees, leaders to access information and the field of personnel in managing employee data so as to minimize time.

Keywords: *Website, PHP, MYSQL, PNS*

LATAR BELAKANG

Information technology is growing rapidly and we have already felt its impact. The various conveniences we receive, such as the ease of obtaining information via cellular phones and the internet as well as in transacting, are thanks to advances in information technology. According to Williams and Sawyer, information technology is a technology that combines computing (computers) with high-speed communication lines that carry data, voice, and information. To meet the needs in terms of information, we need an information system that can support the computerized process automatically in developing the function of system requirements.

This utilization can be used in agencies in managing staffing data such as pension data, promotions, Rank Order List (DUK) and proposal letters for promotion. As for processing information that is carried out properly, regularly, precisely and quickly and can be presented in a form of a report, it is certainly very helpful in providing the information needed clearly and accurately so as to support the smooth operation of an agency or organization. Advances in information technology today are certainly very influential in daily performance, for example in a government agency that relies on the strength of human resources because they are the ones who play an active role and become the main component in handling, managing and improving an organization. If employees are properly cared for by appreciating their talents and performance, an organization can run dynamically and progress.

Staffing data collection at the National Unity and Politics Agency has been running optimally but has several shortcomings, for example the data processing of employees has not been neatly arranged in a database, so that in processing employee data such as inputting, searching, and changing data, it is not well organized and takes time. the more. For employees themselves, when they want to access the required information, they have to go directly to the section that handles staffing and if there are changes related to data, for example there is a change in promotion or rank list, the employee cannot quickly check whether the data is correct or not. Therefore we need an information system that is able to process employee data and make it easier to access the relevant information needed, and with this web-based personnel information system it will make it easier for employees to print reports automatically related to information from employee data in the form of employee data itself. , pension data, promotion data and Rank Sort List (DUK) quickly wherever located by simply accessing the web-based personnel information system, besides that there is a feature to select a proposal letter for promotion. Currently, there are many users who apply the personnel information system to support the needs of information technology. For this reason, it is hoped that this personnel information system will be able to help the performance of employees quickly and automatically. In the system that will be created, it focuses more on processing PNS employee data (Civil Civil Service) and sorting by rank as well as with the addition of features for submitting a proposal letter for promotion which later this proposal letter can automatically be directly printed by the employee who proposes which will then be given to the leadership or section head in

the National and Political Unity body as written evidence to consider the promotion of the employee concerned, if it has been approved, the Head of the Agency will sign the letter. The Employee Data Management System for Civil Servants is expected to facilitate access to information and accelerate the management of employee data in the personnel department.

METODE

In this study using a type of qualitative descriptive research using data collection methods, namely interviews, observations and literature studies. A method that raises problems by collecting data presented to describe the characteristics of a state or object of research and draw conclusions to be carried out.

1. Website

The World Wide Web (commonly abbreviated as WWW) or the web is one of the most popular internet applications. Website is a collection of interrelated web pages to present certain information, which can be accessed through a domain name on the internet using a web roaming application or the Web is a system where information in the form of text, images, sound and others stored on an internet web server is displayed in the form of a web server. HTML.

2. HyperText Markup Language

HyperText Markup Language (HTML) is the language used to describe the structure of web pages. HTML can be used for:

a. Publication of Online Documents with Title, Text, Table, List and Photos.

b. Take online information through the Hypertext link with one click a button.

c.Designing forms to make transactions with long distance services, to be used in finding information, ordering, purchasing and product.

d. Including a spreadsheet of video clips, sound clips, and other applications directly in the document

3. Hypertext Preprocessor (PHP)

PHP is a script that is integrated with HTML and is on

the server (server-side HTML embedded scripts). With this[3]. The way PHP works is to slip between HTML code. The website created using PHP requires a software called the webserver where the PHP code processing is done.

4. MYSQL

MYSQL is a software that is classified as a database of system management(DBMS). This software is useful for managing data in a very flexible and fast way. The following is a number of activities that are related to data supported by MySQL. allows a variety of computer applications written in various programming languages can access the MySQL database.

5. Government employees

In Law Number 43 of 1999 concerning the main points of employment, it is stated that a Civil Servant is every citizen of the Republic of Indonesia who has fulfilled the specified requirements, is appointed by an authorized official and assigned other tasks, is paid according to the applicable laws and regulations.

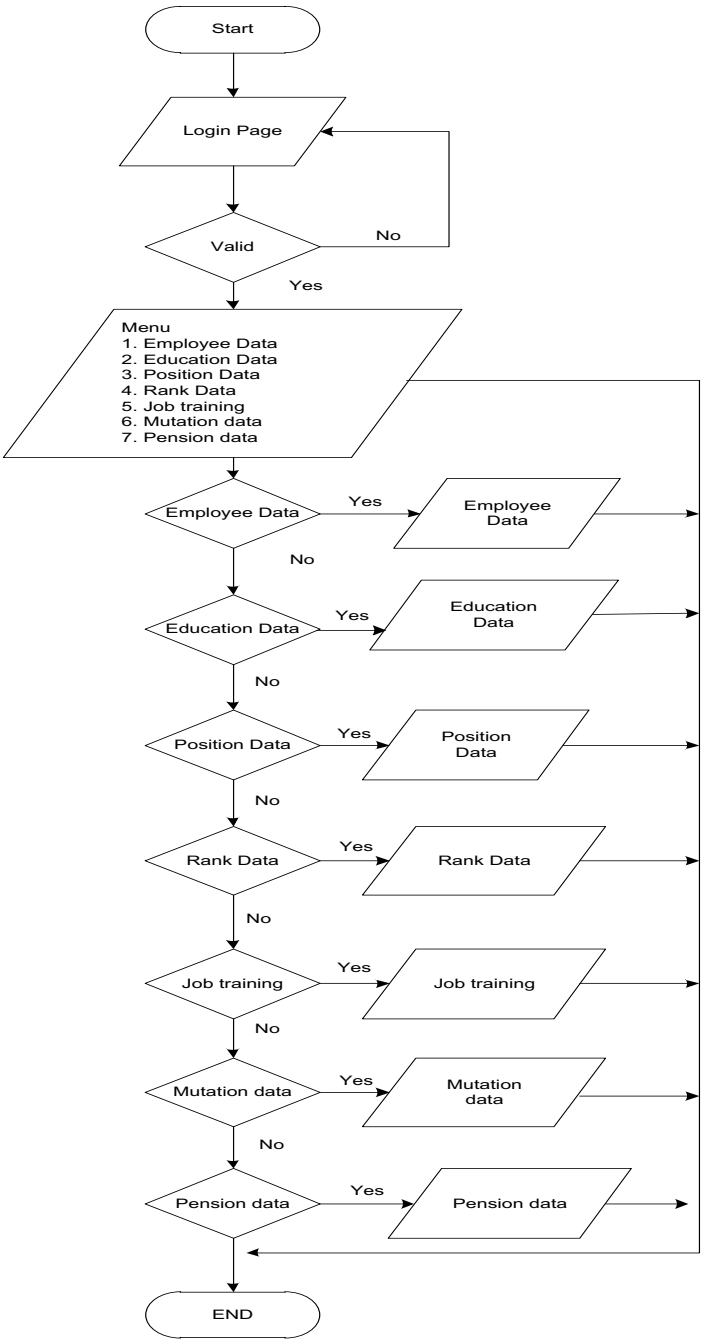

Figure 1 System Overview

6. System

The system is a collection of subsystems / parts / components that work together in harmony to achieve certain goals or objectives. The system is a collection of components that are interconnected to achieve a certain goal. According to Giandari Maulani, defines the system is a series consisting of 2 (two) or more components that are related and interact with each other to achieve a goal where the system is usually divided into small sub-systems that support a larger system.

7. Waterfall Method

The software builder method that will be used uses the waterfall model. Thanks to the descent from phase to phase, this model is known as the waterfall model or software life cycle.

Based on the picture, the system designed by employees provides civil servant data to the admin or to the personnel department to input it into the personnel database which will produce civil servant data and make employee data reports, then the output in the form of a civil servant DUK report can be viewed by head of Division.

HASIL DAN PEMBAHASAN

At this stage it is described how to use the program and each menu in the program is explained one by one its purpose so that users can operate the program that has been created. The implementation of the interface is displayed in the form of an application that has been made.

1. Login Menu

The first login menu that appears, where admins, employees and leaders can login is where each user enters their username and password before entering the main page to get access rights.

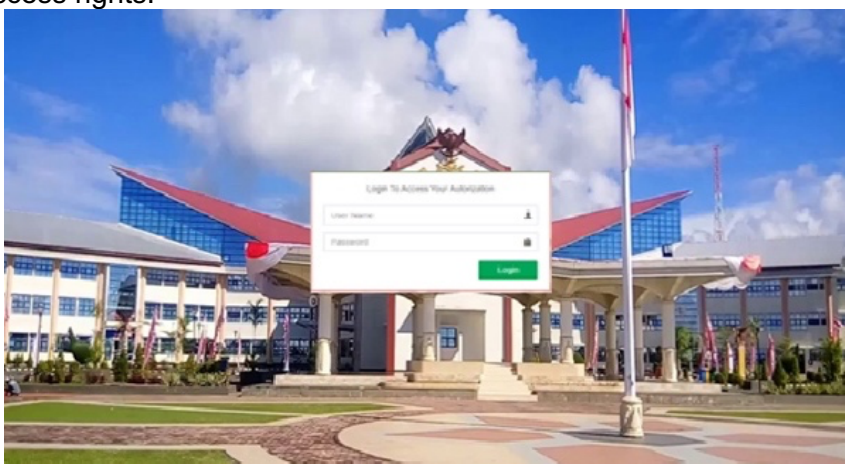

Figure 2 Login Menu

2. Admin Main Menu

The main menu that first appears when the system is accessed in the form of a Dashboard will display the profile, vision and mission. Then the menus for inputting employee data, education, employment history, proposal letters for promotion and reports.

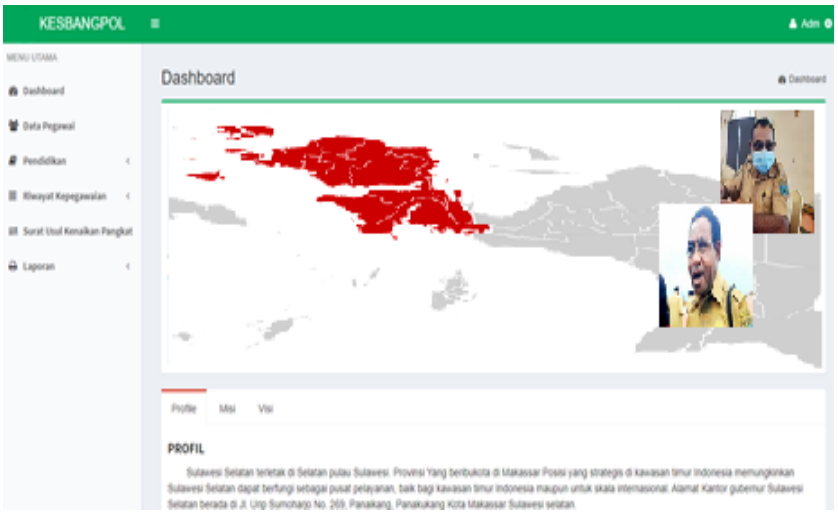

Figure 3 Admin Main Menu

3. Employee Data input menu

The Employee Data Input menu functions to add employee data, as for how to enter employee data, select Add employee to add and input.

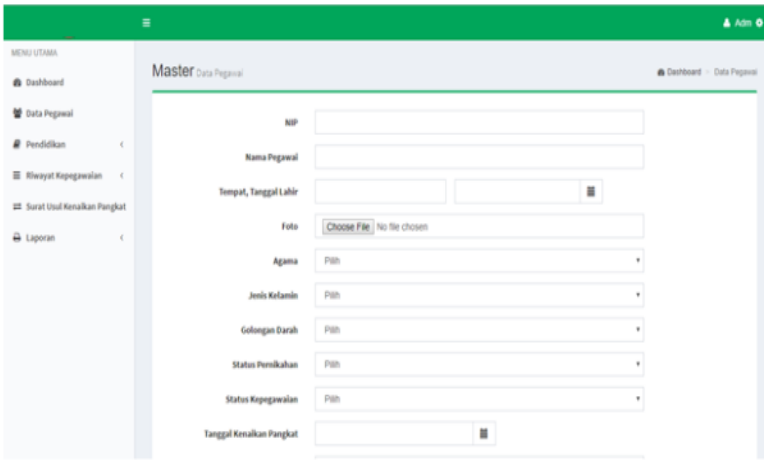

Figure 4 Employee Data input menu

4. Education History input menu

The education history input menu serves to add an employee's educational history, there is a way to add educational data, namely on the menu select school data and input according to employee data and save.

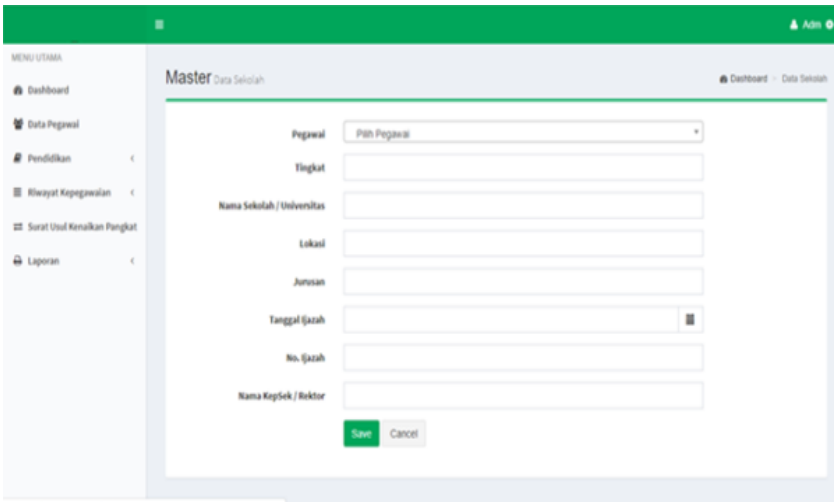

Figure 5 Education History input menu

5. Position Input Menu

The job data input menu serves to add job data as for the way for employees to be selected on the staff history menu. If there is no choice in the input option, it can be added to the add master feature.

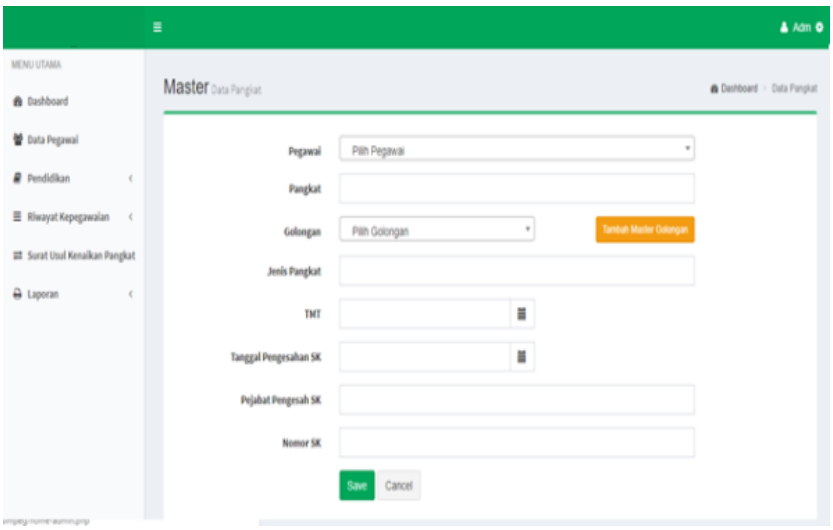

Figure 6 Position Input Menu

6. Position Training Force Data

The job training input data menu functions to add training data to employees and can be filled in according to the training carried out by employees.

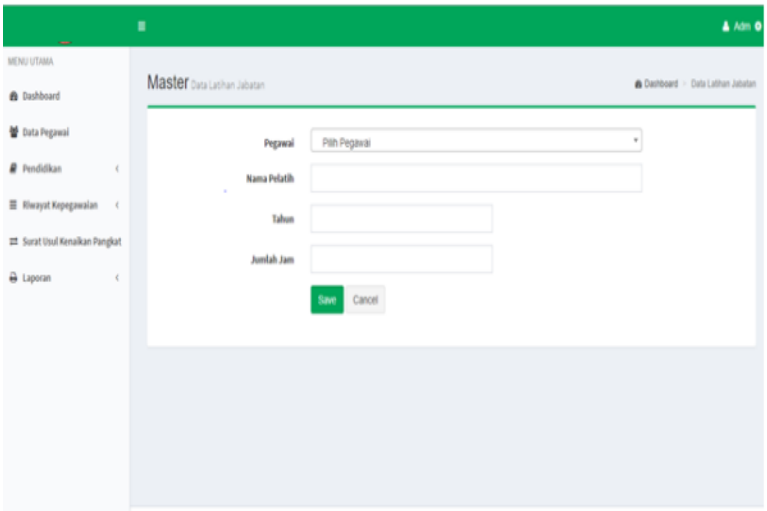

Figure 7 Position Training Force Data

7. Employee Profile Display

The following is a detailed view of employees ranging from profiles, positions, education, ranks, training positions, transfers and retirements.

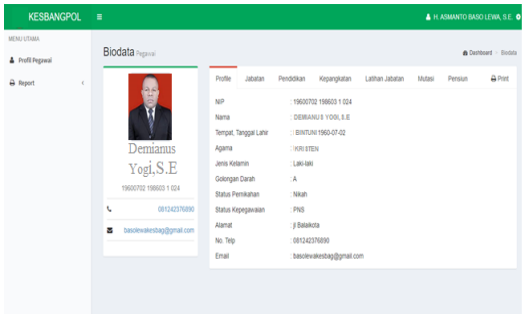

Figure 8 Employee Profile Display

SIMPULAN

The development of a computerized Civil Service data management system that is operated can make it easier to provide the required personnel information quickly and accurately, including in terms of adding and searching for employee data. This system is also equipped with outputs in the form of employee data reports and a list of promotions (DUK), as well as a form for a promotion proposal format. This

application is used as an alternative to help process Civil Servant data in the West Papua Governor's office, precisely at the National and Political Unity Agency.

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