

Analisis proses staffing pada PT AAL Indonesia = Staffing process analysis in PT AAL Indonesia

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Abstrak

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Program magang ini bertujuan untuk mempelajari dan memahami proses Staffing pada PT AAL Indonesia serta membandingkannya dengan teori staffing dalam berbagai literatur. Program magang dilakukan selama tiga bulan di divisi Human Resource pada bagian Recruitment PT AAL Indonesia dan banyak membantu keberlangsungan proses Staffing dalam perusahaan yang terdiri dari tahapan man power planning, requisition form, advertisement, curriculum vitae selection, interview, Predictive Index Test and medical check up, job offer hingga new hire. Perbandingannya dengan teori dalam literatur adalah langkah-langkah dalam proses staffing PT AAL Indonesia bisa diklasifikasikan menjadi tiga aktifitas utama staffing yaitu aktivitas recruitment man power planning, requisition form dan advertisement , aktivitas selection curriculum vitae selection, interview, Predictive Index test dan medical check up , dan aktivitas employment job offer dan new hire . Perusahaan seharusnya bisa memaksimalkan kesempatan dalam proses wawancara untuk meningkatkan job acceptance kandidat pada job offer dengan membuat proses wawancara yang persuasif yang mempromosikan reputasi organisasi.

ABSTRACT

The internship program aims to study and understand the process of Staffing at PT AAL Indonesia and compare it with the theory of staffing in the literature. The internship program was conducted over three months in the Human Resource division, Recruitment area, in PT AAL Indonesia and assisting the staffing process consisting of man power planning, requisition form, advertisement, selection curriculum vitae, interviews, Predictive Index Test and medical check up, the job offer and the new hire. The comparison with the theory in the literature are the steps in the process of staffing on PT AAL Indonesia can be classified into three main activities, namely recruitment activity man power planning, requisition form and advertisement , selection activity selection curriculum vitae, interviews, Predictive Index test and medical check-up , and employment activity job offer and new hire . The company should be able to maximize the opportunities in the job interview process to increase candidate's job acceptance of job offer by making a persuasive interview process that promotes the organization's reputation.