

# UNIVERSITAS INTERNASIONAL BATAM

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*Faculty of Economics  
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## **DESIGN AND IMPLEMENTATION OF EMPLOYEES ASSESSMENT SYSTEM IN PT. MINANG JAYA SEJAHTERA**

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### ***ABSTRACT***

*The purpose of this practical work is to find out, analyze the cause and effect of high employee turnover rates, then design and implement an employee performance appraisal system at PT. PT. Minang Jaya Sejahtera is known to have not implemented a performance appraisal system for employees in a good and standardized manner. So far, the performance appraisal activities used by the company are verbal evaluation methods.*

*In order to gather information and data needed, the authors carry out several methods, including carrying out a number of observations directly to the location of practical work by observing employee turnover and conducting interviews by asking a few questions to the company manager. After the required information and data have been obtained, the writer can design an employee performance appraisal system.*

*The performance appraisal system will use a ranking scale method which consists of 5 points and has 6 assessment indicators in it and is attached to the assessment form. The performance appraisal form has 6 assessment indicators in it namely, covering responsibilities, work quality, work competence, communication skills, discipline and work attitude, and cooperation.*

*Keywords: Performance appraisal, performance appraisal form, ranking scale assessment method.*