

UNIVERSITAS INTERNASIONAL BATAM

*Faculty of Management
Department of Economics
Odd Semester 2019/2020*

DESIGN AND IMPLEMENTATION OF PERFORMANCE APPRAISAL IN CV. NUANGSA CAHAYA

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ABSTRACT

This internship aims to assist CV. Nuangsa Cahaya in identifying employee's individual capabilities. By conducting performance appraisal, employee's capabilities are expected to be more developed both individually and also towards the company. This was done due to the absence of performance appraisal conducted by CV. Nuangsa Cahaya.

The internship was conducted from October 1st, 2019 until January 31st, 2020. The methods used for this research are observation, interview, designing, simulation, and finalization. This internship provides a structured performance appraisal system for the company. The result or output received by the company would be the appraisal system and data regarding employee's performance and accomplishments. In addition, the company will also receive a supporting document in the form of performance appraisal form.

The performance appraisal system was design by using MS word. This system was designed by comparing various references which are then adjusted based on the company's appraisal needs. The result expected from this internship is the increase of employee's performance both individually and in group due to the implementation of the performance appraisal system in the company.

Keyword: Performance Appraisal, Human Resource, Employee Performance