

## RINGKASAN

### PENGARUH PELAKSANAAN PELATIHAN TERHADAP PROFESIONALISME KERJA KARYAWAN KOPERASI PADA KOPAL KODIKAL SURABAYA

EDY IWAN BANGUN

Organisasi koperasi di TNI AL sebagai organisasi extra struktural mempunyai kendala dan masalah yang membutuhkan suatu pemecahan segera, dan permasalahan tersebut berhubungan dengan sumber daya manusianya.

Secara spesifik permasalahan di TNI AL adalah kinerja penyelesaian pekerjaan administrasi perkantoran. Selama ini karyawan koperasi pada kopal Kodikal hanya mampu menyelesaikan 50 % dari pekerjaan administrasi kantor.

Berdasarkan penelitian pendahuluan yang dilaksanakan peneliti pada Kopal Kodikal, peneliti menemukan terdapat banyak kesalahan yang dilakukan oleh karyawan dalam melaksanakan pekerjaan administrasi perkantoran dan tidak sesuai dengan standar atau Surat Keputusan Kasal, Nomor: Skep/ 114/ IV/ 2003, Tanggal 1 April 2003, Tentang Petunjuk Administrasi Umum TNI.

Penelitian ini bertujuan untuk menganalisis pengaruh pelaksanaan pelatihan terhadap profesionalisme kerja karyawan koperasi pada kopal Kodikal Surabaya.

Manfaat penelitian adalah setiap temuan di Kodikal dalam mengambil kebijakan yang berhubungan dengan profesionalisme penelitian ini diharapkan dapat sebagai bahan pertimbangan bagi organisasi koperasi Kkerja karyawan koperasi khususnya mengenai pelatihan. Demikian pula penelitian ini, diharapkan mempunyai implikasi praktis dalam bidang pengembangan dan pemberdayaan koperasi khususnya koperasi di TNI AL terutama dalam bidang pelatihan. Manfaat Praktis Temuan penelitian ini diharapkan bermanfaat bagi para pengambil kebijakan dan instansi/ lembaga donor baik itu dari pemerintah maupun Lembaga Swadaya Masyarakat yang berkompeten dalam bidang teknis pengembangan sumber daya manusia khususnya di perkoperasian. Sebagai sumbang saran dalam menentukan kebijakan dan strategi umumnya dalam bidang pengembangan sumber daya manusia khususnya di organisasi koperasi pada kopal Kodikal Surabaya.

Rancangan penelitian yang digunakan adalah *post test only control group design*. Sampel penelitian dibagi menjadi dua yang dipilih secara random yaitu Puskopal dan Primkopal. Puskopal berjumlah 45 orang dan Primkopal berjumlah 35 orang. Perlakuan yang diberikan adalah pemberian pelatihan administrasi perkantoran. Variabel yang diamati perubahannya adalah profesionalisme karyawan koperasi yang terdiri dari *skill*, *knowledge* dan *ability*. Teknik analisis yang digunakan adalah uji t dua sampel bebas.

Hasil penelitian menunjukkan ada pengaruh pelaksanaan pelatihan administrasi perkantoran terhadap profesionalisme karyawan yang dibuktikan

dengan meningkatnya profesionalisme karyawan yang mendapat pelatihan yaitu kelompok Puskopal dibandingkan kelompok yang tidak mendapat pelatihan yaitu kelompok Primkopal

Dari hasil tersebut menunjukkan pelatihan terbukti mampu meningkatkan profesionalisme karyawan, untuk itu perlu dilakukan pelatihan administrasi perkantoran secara berkala pada seluruh karyawan baik di Puskopal dan Primkopal



## SUMMARY

### THE INFLUENCE OF EXECUTION TRAINING FOR PROFESIONALISM WORK OF EMPLOYEES AT KOPAL KODIKAL (NAVAL CO-OPERATION)

EDY IWAN BANGUN

The Co-operation organization of that Navy that is as the structural extra organization has problem an constraint which are needed resolve immediately. Specifically, it is about the Naval Co-operation in Kodikal Surabaya in completing the office administration.

This time, the workers of cooperation in Kodikal we just able to complete 50% from the whole office administration.

This research aim ti analyse the influence of trainee to the professionalism of workers of Co-operation in Kodikal Surabaya.

The benefit of this research it that every cases finded are expected to take as consideration for Kodikal Co-operation organization in taking policy related to the work professionalism of the Co-operation employees especially about training. This research is also expected to have a practice implication in the field of development and enableness of Co-operation especially for Indonesian Naval Co-operation mainly in practical training. The practical benefit of this research is expected usefull for decision maker (policy taker) or the donor institution from the government and also self-supporting society which have competence in developing human resource especially in Co-operation. It is as an advice in determining strategy and policy generally in the field of human resource development especially in Kodikal Co-operation.

In this research constuction we use post test only control group design method. We chose the sample randomly. They are 45 persons from Puskopal and 35 persons from Primkopal. The treatment given to then is office administration training. The change variable perceived is the Co-operation employees professionalism which consist of skill, knowledge and ability. The analysis tecnique used in this research in t test two tail sampel.

The result of the research showes that any execution influences to profesionalism employees that followed the office administration training.

The Puskopal employees who follow the training become profesional more than Primkopal.

The conclusion from the research is that the training shows any influence to employees that following the treatment.

For this, we expect that training should be conducted periodically the all employees of Puskopal and Primkopal in Kodikal.

## **ABSTRACT**

### **THE INFLUENCE OF EXECUTION TRAINING FOR PROFESIONALISM WORK OF EMPLOYEES AT KOPAL KODIKAL (NAVAL CO-OPERATION)**

**EDY IWAN BANGUN**

The aim research is to analyse in the influence of training for professionalism work of the employees at Naval Co-operation in Kodikal Surabaya.

The benefit of this research it that every cases finded are expected to take as consideration for Kodikal Co-operation organization in taking policy related to the work professionalism of the Co-operation employees especially about training. This research is also expected to have a practice implication in the field of development and enableness of Co-operation especially for Indonesian Naval Co-operation mainly in practical training. The practical benefit of this research is expected usefull for decision maker (policy taker) or the donor institution from the government and also self-supporting society which have competence in developing human resource especially in Co-operation. It is as an advice in determining strategy and policy generally in the field of human resource development especially in Kodikal Co-operation.

Post test only control group design we applied in this research. The sample is designed ramdomly in to two groups, those are 45 persons from Puskopal and 35 persons from Primkopal Kodikal. The treatment given is office administration training. The changed variable observed is Co-operation employees professionalism. Analysis tecnique used here is t test two tail sample.

The result of the research shoes that any influence to employees professionalism who are given the training. That is the employees of Puskopal who is given the treatment become more professional than the employees of Primkopal Kodikal.

This research have limitation. It is caused by the use of the research design. Here we use post test only control group design. This design weaker enough to see the change effected by the training given to a group that without given pre-test previously. We know in a research, the fuction of pre-test is to ensure that the change happened is exactly represented by the training given, not by another factor.

**Keyword : Office administration, Skill, Knowledge, Ability.**