

ABSTRACT

Human resource is the most important element in company and organization, therefore human resource management is needed within the company, so the company performance can be carried out optimally.. CV Gradient is a type of partnership company (CV) which is still in a small company, which has 13 employees in the injection division. The high order production in each month causes the company to have a policy that some work can be done by one employee and there are additional working hours or overtime and working days. Production employees have difficulty in controlling product quality to do some of their work which has an impact on production results that are done less than the maximum which results in not achieving production targets and the occurrence of defect products. To meet the company's requirement for human resources, workload measurements is needed so the employees can do their job optimally. Workload measurement is required to determine the level of workload and number of employees needed in each assignment on injection division in production floor. In this case workload measurement is using work sampling method, mixing work has the highest workload (122,75%), injection&sorting work has normal workload (114,66%) and packaging work has the lowest workload (94,28%). Based on the work sampling method, number of employees needed on each assignment in injection division is 7 employees for mixing assignment, 6 employees for injection&sorting assignment and 5 employees for packaging assignment. All employees are divided into 3 shifts. The results of the employee requirements are not accordance with the existing conditions on the production floor of the CV Gradient injection division. Therefore it is necessary to propose the addition of 3 employees for mixing assignment and 2 employees for packaging assignment to be able to meet the number of employees required that in accordance to workload calculation using the work sampling method.

Keywords : workload, work sampling, employee requirement, proposed additional employee