

ABSTRACT

UKM Esgotado is an UKM that located in Bandung which is engaged in the production of bags. The Production targets that are not matched with the amount of available human resources can result in the achievement of increased production targets. Human resources become an important role in the sustainability of an UKM, therefore it needs attention to the process of managing human resources in UKM. Workload analysis is needed so that human resources have a balanced workload. Workload analysis can be used in determining employee needs. The results of the workload analysis using the work sampling method found that the sequence of workloads from highest to lowest are: sixto-combo sewing work stations (106.86% -optimal) - Faixo sewing work stations (106% -optimal) - sewing work stations Mochilo (103.84% -low). Based on the calculation, the number of employees needed by Esgotado UKM is 1 employee at each sewing work station, Esgotado UKM needs 5 employees at each sewing work station so that the total number of sewing work station employees will amount to 15 employees.

Keywords : workload, work sampling, employee requirements