ABSTRAK

PT. Norma Duta Utama Sleman merupakan perusahaan yang bergerak dibidang jasa *outsourcing,* yang mempunyai beberapa bidang *outsourcing* seperti *cleaning service*, *security*, serta *driver* alat berat. Tujuan membangun sistem informasi pengelolaan calon pegawai *outsourcing* untuk membantu serta memfasilitasi PT. Norma Duta Utama Sleman dalam mengelola data-data calon pegawai *outsourcing* yang jumlahnya tidak sedikit. Pengelolaan data calon pegawai *outsourcing* meliputi perekrutan, *training*, penempatan, kontrak, laporan. Semua aktivitas pengelolaan data calon pegawai oleh PT. Norma Duta Utama Sleman masih dilakukan secara manual. Oleh karena itu, dengan membangun sistem informasi pengelolaan data calon pegawai *outsourcing* diharapkan dapat membantu memudahkan, baik dari pencarian data, *input/output* data, penginformasian kepada calon pegawai, serta mencegah kerusakan pada data-data penting PT. Norma Duta Utama Sleman. Dalam perancangan aplikasi yang akan ditampilkan dalam sistem informasi ini menggunakan bahasa pemrogaman PHP (Hypertext Prepocessor), MySQL sebagai database server, Sublime Text 3. Sistem informasi pengelolaan calon pegawai *outsourcing* ini merupakan sistem yang memberikan informasi tentang data calon pegawai *outsourcing* yang ada di PT. Norma Duta Utama Sleman. Informasi yang disajikan dalam sistem informasi ini meliputi data calon pegawai *outsourcing*, perekrutan calon pegawai *outsourcing*, *training* calon pegawai *outsourcing*, serta laporan data calon pegawai *outsourcing*.

Kata kunci: *Outsourcing*, Sistem informasi, Mengelola

ABSTRACT

PT. Norma Duta Utama Sleman is a company engaged in outsourcing services, which has several outsourcing fields such as cleaning services, security, and heavy equipment drivers. The purpose of building a management information system for outsourcing employee candidates was to help and facilitate PT. Norma Duta Utama Sleman in managing data on the number of prospective outsourcing employees. Data management of prospective outsourcing employees included recruitment, training, placement, contracts, reports. All prospective employee data management activities by PT. Norma Duta Utama Sleman were still done manually. Therefore, by building a data management information system for prospective outsourced employees, it was expected to help simplify searching data, input/ output data, informing prospective employees, and preventing damage to important data of PT. Norma Duta Utama Sleman. In designing an application that will be displayed in this information system, it used PHP (Hypertext Prepocessor) programming language, MySQL as a database server, and Sublime Text 3. The information system for managing prospective outsourcing employees was a system that provided information about the data of prospective outsourcing employees in PT. Norma Duta Utama Sleman. The information presented in this information system included data on prospective outsourcing employees, outsourcing recruitment candidates, outsourcing employee candidates training, and outsourcing employee candidate data reports.

Keywords: Outsourcing, Information systems, Manage