

ANALISIS KINERJA DAN DISIPLIN KERJA PADA PEGAWAI DI DINAS PERPUSTAKAAN DAN KEARSIPAN KABUPATEN MAGELANG

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Abstrak

Penelitian ini bertujuan untuk menganalisis kinerja dan disiplin kerja pada pegawai di Dinas Perpustakaan dan Kearsipan Kabupaten Magelang. Dalam pengambilan sampel menggunakan sampling jenuh sejumlah 30 responden karena populasi sedikit dan kurang dari 100 orang. Pengumpulan data primer dilakukan dengan metode kuesioner yang disebarakan kepada seluruh pegawai di Dinas Perpustakaan dan Kearsipan Kabupaten Magelang, sedangkan data sekunder yang diperoleh dari dokumen yang sudah ada seperti profil, struktur organisasi, deskripsi pekerjaan dan data pegawai. Penelitian ini menggunakan metode kuantitatif dengan teknik pengujian yang digunakan dalam penelitian ini meliputi uji validitas, uji reliabilitas dan uji *mean ariethmetic*. Dalam uji *mean ariethmetic* hasil pada variabel kinerja 3,11 termasuk dalam kategori setuju, sedangkan hasil pada variabel disiplin 3,18 termasuk dalam kategori setuju, yang artinya bahwa seluruh responden memberikan jawaban keseluruhan “setuju” dari pegawai.

Kata Kunci: *Disiplin, Kinerja Pegawai*



**ANALYSIS OF PERFORMANCE AND WORK DISCIPLINE ON
EMPLOYEES AT THE DEPARTMENT OF LIBRARY AND CIVILITY OF
MAGELANG REGENCY**

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Abstract

This study aims to analyze the performance and work discipline of employees at the Department of Library and Civility of Magelang Regency. In taking the sample using saturated sampling a number of 30 respondents because the population is small and less than 100 people. Primary data was collected using a questionnaire method which was distributed to all employees at the Department of Library and Civility of Magelang Regency, while secondary data was obtained from existing documents such as profiles, organizational structure, job descriptions and employee data. This study uses quantitative methods with the testing techniques used in this study include validity tests, reliability tests and arithmetic mean tests. In the arithmetic mean test the results on the performance variable 3.11 are included in the agree category, while the results on the discipline variable 3.18 are included in the agree category, which means that all respondents gave an overall answer of "agree" from the employees.

Keywords: *Discipline, Employee Performance*