



THE INFLUENCE OF JOB DESCRIPTION ON THE PERFORMANCE OF SECURITY DEPARTMENT EMPLOYEES

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ABSTRACT

Background. Security has a job description that will guide and direct so that the work becomes smooth and controlled according to the regulations set by the company.

Research Purpose. The purpose of this study was to determine the effect of job descriptions on employee performance.

Research Method. This study uses an explanatory quantitative research approach using a survey as a data collection tool that aims to determine how a variable affects other variables. The population in this study were all employees of the security department in a company with a total of 46 people. The sampling method uses a non-probability sampling method, namely saturated sampling because it takes samples from the entire total population, using a Likert scale, this research is a survey research where primary data is collected through distributing questionnaires, secondary data is collected from companies, and literature studies. The data analysis method used is the descriptive analysis method with a simple linear regression analysis technique and Crosstab as a tool to calculate whether there is a relationship or influence between Job description on employee performance.

Findings. The results of simple linear regression analysis, it can be said that the dependent variable (Y) changes to the independent variable (X), but the remaining part is caused by other factors that are not included in the model or this study, including the variables of motivation and ability.

Conclusion. The job description variable has a positive and significant effect on the performance of employees of the security department of the company.

Keywords: Job Description, Employee Performance, Security.

BACKGROUND

Strategic Human Resource Management is the linking of Human Resource Management with strategic roles and objectives to improve business performance develop organizational cultures and foster innovation and flexibility. It can be seen that organizational leaders must link the implementation of human resource management with organizational strategy to improve performance, as well as develop an organizational culture that will support the application of innovation and flexibility. Job description is the result of job analysis as a series of activities or the process of collecting and processing information about the job[1]. Job descriptions state the duties and responsibilities of a job. It states "what is done, why it is done, and where it is done, and briefly how to do it".

Based on the results of preliminary observations made by researchers at X company- Jakarta in the security department, the root of the problem is that employees work by the rules set by the company by standard operational procedures (SOP) and job descriptions for each employee at the company with activities.

In carrying out its daily duties, security has a job description that will guide and direct so that the work becomes smooth and controlled according to the regulations set by the company, but in carrying out its daily duties some problems occur in the field, including the lack of awareness of the workers/employees who work in the company area[2]. The lack of awareness of workers/employees of safety and health in the workplace[3–5], with the presence of security officers, will direct workers/employees to obey the rules, and job descriptions that exist in the security department[6]. A job description is a written statement about the scope of work, which informs about the work, how to do it, and what the conditions are[7]. So that it will be clear what is in the work environment, what to do, and understand the conditions of the surrounding work environment[8].

The benefits of the research conducted are as follows: 1) Provide information and input about the influence of Job Description on employee performance in various departments in general and the security department in particular, 2) This research is expected to provide input and information related to the assessment of theory with practice in the field. The results of this study are expected to be taken into consideration by the Human Resources Department (HRD department) in assessing the performance of security department employees, 3) The results of this study are expected to be used as a material consideration in determining company policies related to improving the performance of security department employees. The purpose of the research conducted was to find out the influence of Job Description on the Performance of Security Department Employees. The lack of articles explaining security employees so the purpose of this study was to determine the effect of job descriptions on employee performance.

RESEARCH METHODS

The type of research used was quantitative. Researchers chose a type of research conducted by explanatory quantitative research. This type of research is intended to explain a generalization of population samples or explain the relationship, difference, or influence of one variable with another. A survey is a data collection tool that aims to determine how a variable affects other variables. The population in this study were all employees of the security department in a company with a total of 46 people.

To process the data collected to get answers to the main problems, the data analysis method used is a validity test, reliability test, and simple regression test. Before the research instrument is used to collect data, it is necessary to test its validity. This is used to get valid data from valid instruments. Research results are valid if there is a similarity between the data collected and the data that occurs on the object under study. A reliable instrument is an instrument that when used several times to measure the same object, will produce the same data." After the instrument is tested for validity, the next step is to test its reliability.

FINDINGS

From the results of the validity test of the performance variable instrument, it was found that $r_{count} > r_{table}$, so all question items from the independent variable and the dependent variable are proven to be valid, therefore each statement item in the performance variable will be used as a statement in the questionnaire, with the number of each statement as many as two statement items on each indicator. Based on Table 1 it is known that the value of each statement item on the job description variable in the

correlation coefficient column (r_{count}) > critical value (r_{table}), namely 0.3, so each item is declared valid, therefore each statement item in the job description variable will be used as a statement in the questionnaire, with the number of each statement as many as two statements on each indicator.

Table 1. Validity and Reliability Test Results

Job Description Variable (X)			
Statement items	Correlation Coefficient	Critical Value	Description
What to do _a	0.697	0.3	Valid
What to do _b	0.809	0.3	Valid
Responsibility	0.622	0.3	Valid
Responsibility _b	0.763	0.3	Valid
Proficiency _a	0.616	0.3	Valid
Proficiency _b	0.452	0.3	Valid
Conditions _a	0.602	0.3	Valid
Conditions _b	0.752	0.3	Valid
Performance _a	0.704	0.3	Valid
Performance _b	0.716	0.3	Valid

Table 2. Validity and Reliability Test Results

Employee Performance Variable (Y)			
Statement items	Correlation Coefficient	Critical Value	Description
Job description _a	0.525	0.3	Valid
Job description _b	0.602	0.3	Valid
Innovation	0.567	0.3	Valid
Innovation _b	0.654	0.3	Valid
Speed _a	0.717	0.3	Valid
Speed _b	0.749	0.3	Valid
Proficiency _a	0.664	0.3	Valid
Proficiency _b	0.737	0.3	Valid
Cooperation _a	0.779	0.3	Valid
Cooperation _b	0.763	0.3	Valid

Variables	Alpha	Description
X	0.891	Reliable
Y	0.892	Reliable

The description of the table above is as follows:

- 1) The Job Description variable (X) with an alpha value of 0.891 is greater than 0.60, so the Quality variable is proven to be reliable.
- 2) Performance variable (Y) with an alpha value of 0.892 is greater than 0.60, so the Satisfaction productivity variable is proven to be reliable.

Table 3. Simple Regression Analysis Results

Coefficients								
Model	Unstandardized Coefficients		Standardized Coefficients	t	Sig.	Correlations		
	B	Std. Error	Beta			Zero-order	Partial	Part
1 (Constant)	1.150	.373		3.081	.004			
Job Description	.661	.112	.665	5.903	.000	.665	.665	.665

From the simple regression analysis table, the overall calculation results above can be interpreted as follows:

$$\text{If } X = 0 \text{ then } Y = 1.150 \quad Y = 1.150 + 0.661X$$

This shows that if X increases by one unit, then Y will increase by 0.661 units, meaning that the better the Job Description issued by the company, the better employee performance will be, and assume other variables including variables Motivation and ability (ability) remain / constant.

Table 4. Coefficient of Determination (R2) & Simple Correlation Coefficient

Model Summary

Model	R	R Square	Adjusted R Square	Std. Error of the Estimate
1	.665	.442	.429	.25262

From the results of Adjusted R Square= 0.429, it can be said that the change in the dependent variable (Y) is 42.9% of variable X, while the remaining 57.1% is caused by other factors not included in the study including motivation and ability variables. RSquare= 0.442, meaning that the variation in the independent variable X can explain the dependent variable Y by 44.2%. R = 0.665, meaning that the strong influence between the independent variable X on the dependent variable Y is 66.5% so it can be said that the influence of variable X on Y is strong. To prove the research hypothesis is true or false, it is tested with the t-test. knowledge needed to improve job performance in an organization.

DISCUSSIONS

From the the following analysis results have been obtained that $t_{count} > t_{table}$, namely $5.903 > 3.081$, then H_0 is rejected and H_1 is accepted, meaning that there is a real partial influence between the Job Description variable on Employee Performance in the Security department. This is supported by experts in the understanding of job analysis "Job analysis is the systematic process of determining the skills, duties, and knowledge required for performing jobs in organizations." Human resource management is planning, organizing, directing, and controlling the procurement, development, compensation, integration, maintenance, and dismissal of employees to realize company, individual, employee, and community goals[9]. Job analysis is the systematic process of determining the skills, duties, and knowledge required for performing jobs in organizations[10]. Based on the definition of job analysis, job analysis is a systematic process of determining the skills, duties (main tasks and functions that must be done), and knowledge needed to improve job performance in an organization. Job analysis is useful for determining Job Description & Job Specification. Empirical job/position descriptions are "Job details that contain comprehensive information about the duties/obligations, responsibilities, and conditions required when the job is done[11, 12]".

The benefits of job descriptions [1]to determine: a) Summary of work and tasks (job summary and duties), b) Situation and working conditions, and c) Approvals. The existence of a job description will help direct work to be organized Job descriptions mention indicators of job descriptions in general, namely:

a) What to do

After occupying a position it is determined what will be done with the duties, authorities, and responsibilities carried out by a worker to carry out the company's organizational activities.

b) Responsibility

The ability of an employee to carry out the tasks assigned to him and the ability of wages to carry out the responsibilities given by the company.

c) Skills or education required

Each position requires the skills and education necessary to hold that position.

d) Conditions

Where the position is carried out an employee who sits in a position an employee who sits in a position must be able to see the situation, and understand what must be done within the organization and outside the organization.

e) The type and quality of person required for the position

The information above illustrates that a person who will hold a position must meet the criteria determined by the company.

In this study, the "performance" indicator received the smallest average value compared to the "what is done" indicator, so the researcher suggested that training be held so that understanding and awareness of performing well in the company arises and will affect employee performance later[13, 14]. The job description plays a crucial role in shaping the performance of security department employees. A well-crafted job description outlines the specific responsibilities, duties, and expectations of a security officer, which helps employees understand their roles and responsibilities clearly[15]. This clarity is essential for effective performance, as it enables employees to focus on the tasks that are

critical to the security of the organization and its assets. A job description that is detailed and specific [16] can also help in several ways:

1. **Clear Expectations:** It sets clear expectations for the employees about what is expected of them in terms of their duties and responsibilities. This helps them understand what is required to perform their jobs effectively and what they need to focus on to meet these expectations.
2. **Role Clarity:** It provides a clear understanding of the role and its responsibilities, which helps employees understand how their role fits into the overall security strategy of the organization. This clarity helps employees to prioritize their tasks and allocate their time effectively.
3. **Performance Metrics:** A job description can also outline specific performance metrics that are used to measure the effectiveness of the security officer. This helps employees understand what they need to achieve and how their performance will be evaluated.
4. **Training and Development:** A job description can also inform the training and development needs of security officers. By outlining the specific skills and knowledge required for the role, it helps identify areas where employees may need additional training or support to perform their jobs effectively.
5. **Accountability:** Finally, a job description can help establish accountability within the security department. By outlining the specific responsibilities and expectations of each role, it helps ensure that employees are held accountable for their performance and that any issues or concerns are addressed in a timely and effective manner.

A well-crafted job description is essential for the performance of security department employees. It provides clarity on roles and responsibilities, sets clear expectations, outlines performance metrics, informs training and development needs, and establishes accountability within the department [17, 18].

CONCLUSIONS

In this study, it is proven that job description has a positive and significant effect on performance. The dependent variable (Y) changes to the variable (X), but the remaining part is caused by other factors that are not included in the study quite large so the researcher suggests further research to measure performance with other variables, including motivation and ability variables.

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