ANALISIS BEBAN KERJA DENGAN METODE FULL TIME EQUIVALENT (FTE) UNTUK MENGOPTIMALKAN JUMLAH PEGAWAI TIM PLTA X

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Abstrak

PLTA X merupakan Pembangkit Listrik Tenaga Air yang berada di Sumatera Utara. Dalam menjalankan proses produksinya, PLTA X mengalami permasalahan yaitu belum terciptanya pola kerja yang optimal, tingginya angka lemburan, dan keterbatasan tim maintenance sehingga menyebabkan proses maintenance memerlukan waktu lebih banyak. Lamanya proses maintenance menyebabkan tidak tercapainya target produksi tersebut terjadi karena kekurangan karyawan *(manpower)* dan beban kerja yang tidak merata pada PLTA X. Untuk itu, perlu dilakukan pengukuran beban kerja sebagai dasar perhitungan kebutuhan tenaga kerja. Dalam penelitian ini, peneliti menggunakan metode *Full Time Equivalent (FTE)*. Setelah didapatkan hasil perhitungan FTE pada setiap posisi PLTA X, diketahui bahwa Support & Finance, Adm. Warehouse Staff, CSR/Humas Staff, Security masuk kedalam kategori indeks FTE *underload*. Plant Manager, Driver, House Keeping, DANRU Security masuk kedalam kategori indeks FTE *fit*. Spv. Operation, Spv. Maintenance, HSE Spv, Operator Bendung, Operator Power House, Operator Headpond, Teknisi Mechanical, Teknisi Electrical masuk kedalam kategori indeks FTE *overload*. Usulan perbaikan berupa penambahan 1 karyawan Operator Power House, 1 karyawan Teknisi Mechanical, 1 karyawan Teknisi Electrical. Selain itu, dilakukan juga pengurangan 1 karyawan CSR/Humas Staff dan dilakukan pendelegasian kegiatan dengan tujuan pemerataan beban kerja.

Kata Kunci : Full Time Equivalent (FTE), beban kerja, penambahan karyawan.

ANALYSIS OF WORKLOAD USING THE FULL TIME EQUIVALENT (FTE) METHOD TO OPTIMIZE THE NUMBER OF EMPLOYEES IN PLTA X TEAM

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Abstract

PLTA X is a hydroelectric power plant located in North Sumatra. In carrying out its production process, PLTA X is experiencing problems, namely the optimal work pattern that has not been created, the high number of overtime, and the limited maintenance team, causing the maintenance process to require more time. The length of the maintenance process has resulted in the production target not being achieved due to a shortage of employees (manpower) and an uneven workload at PLTA X. For this reason, it is necessary to measure workload as a basis for calculating workforce requirements. In this study, researchers used the Full Time Equivalent (FTE) method. After obtaining the FTE calculation results for each PLTA X position, it is known that Support & Finance, Adm. Warehouse Staff, CSR/Humas Staff, and Security are included in the FTE underload index category. Plant Manager, Driver, House Keeping, DANRU Security are included in the FTE fit index category. Spv. Operations, Spv. Maintenance, HSE Spv, Bendung Operators, Power House Operators, Headpond Operators, Mechanical Technicians, and Electrical Technicians are included in the FTE overload index category. Proposed improvements in the form of adding 1 Power House Operator employee, 1 Mechanical Technician employee, and 1 Electrical Technician employee. In addition, there was also a reduction of 1 CSR/PR staff employee and a delegation of activities to equalize the workload

Keywords : Full Time Equivalent (FTE), workload, addition of employees.