

ABSTRACT

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FIXED EMPLOYEE AND CONTRACT DATA ACTIVITIES IN PT. ARKONIN ENGINEERING MANGGALA PRATAMA

When participating in professional work, Praktikan carries out a work activity under the guidance of the Human Capital Management (HCM) unit of PT. Arkonin Engineering Manggala Pratama, located in the Bintaro Persada office complex No. 2 to 3, Jl. RC Veteran No. 66 Bintaro, South Jakarta, In carrying out professional work (KP), Praktikan was given the opportunity to be directly involved in carrying out the implementation well by the Human Capital Management (HCM), General and IT divisions and then obtained all aspects of the employees using management techniques more indicated by how much work performance activities that have been given by employees to the company, performance measurement, performance data management, grouping work results and performance reporting.

Keywords: Employee data entry, Human Capital Management Function