



Educational training and technical instructions for government equipment in Sidenreng Rappang City

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ABSTRACT

This study describes a training needs analysis for training and technical advice in the City of Sidenreng Rappang. This research reveals that there are 12 priority programs that the Sidenreng Rappang government must immediately implement for its government apparatus. Some of them train how to prepare proper financial reports and train how to use social media for government agencies. This only aims to improve the quality of the state apparatus which ultimately leads to satisfactory public services. This study uses the concept of human resource management and training of government officials. The method used in this research is a qualitative research method. The purpose of this training is for Sidenreng Rappang city officials to be able to prepare official letters in accordance with statutory regulations. This is Government Decree No. 80, issued in 2012 by the Minister for Strengthening the State Apparatus and Forms of Bureaucracy. Specific topics and speakers according to their performance

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1. INTRODUCTION

Indonesia as a unitary state is rich in a variety of natural resources which greatly support the smooth development process in all sectors. However, it is impossible to maximize the resulting output without the support of natural product managers, in this case human resources. Human resource intervention will really help set development priorities in accordance with the vision and mission being developed. Government apparatus plays a very important role as a pioneer in the interaction between the government and those who are governed. The efficiency of the state apparatus is also a very important indicator of the complexity of the tasks that the state must perform to meet needs. Because it is important to develop the capacity of the equipment in the region.

Currently, the paradigm of human resource management views that local government organizations are position and information organizations whose structure refers to Law Number 32 of 2004. One of the imperatives for government organizations, especially regional governments, as implied in the Law is that there must be job specifications that require that those who occupy positions in the structure are truly qualified people and meet the requirements such as: knowledge, education, experience and what values human resources or apparatus need to have.

The application of the civil service management system is based on the phenomenon of the large amount of public scrutiny on the low capability of apparatus human resources in managing development tasks both in the form of responsibility and accountability. The results of research on 26 level II regions conducted by Kaho 1998 stated that overall the ability of Level II local government officials in carrying out regional household affairs averaged only 44.64% (2001: 103).

Sidenreng Rappang Regency as one of the regencies in South Sulawesi Province, continuously strives to optimally improve the performance of government institutions towards development tasks in several sectors, but in practice there are several obstacles that become obstacles including the quality of human resources for the apparatus which tends to be lacking inadequate in various government organizational units, which causes the output from employee work to tend to be less supportive of the smooth implementation of regional development programs as a result of the tendency for the inability of the human resources of the apparatus to plan and explore new sources capable of increasing their own regional income. In addition, it is influenced by the discrepancy factor between the position and the abilities of the employee.

This is a determining factor for realizing the organizational capabilities of local government. Capacity building includes, The activities are self-regulating, ie. Regional HH has the ability to organize and implement regional autonomy for the benefit of the local community, self-organization, namely the ability of a region to take innovative steps to explore and realize regional potential, always guided by a higher order; building local political support, particularly efforts to form local government with broad community legitimacy; management of financial resources, in particular efforts to develop skills in managing financial resources to finance state management, development and delivery of public services.

Development of brain power, i. H. Efforts to build reliable and advanced capabilities to solve problems in the implementation of regional autonomy by using the machine resources of the local government. (Nonoago, 2013:) In good governance with a professional and highly integrated state bureaucracy, local government officials must be educated as civil servants and civil servants so they have the same understanding of the goals of government. It is Notoatmodjongs (1999) states that "the purpose of education is to improve the quality of work-related skills, thinking and skills". From an institutional perspective, several agencies are responsible for formulating official policies, including the Ministry of Administration and Bureaucracy, the State Administration Agency, the State Civil Service Agency, and the Ministry of Home Affairs. No. Regional Government Law No. 32 of 2004 also affects the placement of civil servants in all regions of the country, especially in the regions.

Equipment training and education According to Suwatno and Rasto (2003:56) argue that training helps subordinates improve their work abilities and promotes understanding of their own position and company goals. In addition, there are differences between education and training, namely: The purpose of the training is to improve the general knowledge and attitudes of employees so that they can better adapt to their work environment. In education, usually more emphasis on theory. Education is education in a narrow sense whose purpose is to improve skills.

According to the Provincial Government Law 32 of 2004, provincial administration at least includes planning, requirements, appointment, housing, training, payroll, dismissal, retirement, education, status, rights, duties, responsibilities, prohibitions, sanctions and rewards. Regional human resource management is a unified network of bureaucratic human resource management at the national level. The most important thing to understand is education and training. It is also part of professional development because it is at the forefront of social public services.

According to Sofiyandi (2008:23) personnel management is a strategy for carrying out administrative tasks, namely. as a strategy. The goal of human resource management is to balance the challenges faced by the organization. This includes the HR function, community and employees affected by this challenge.

As a city with high competitiveness, Sidenreng Rappang must create its own value for regional apparatus through education, training and technical assistance which are carried out simultaneously and in an integrated manner. To achieve the desired results, it is necessary to analyze the technical education and training needs of the city of Sidenreng Rappang through several studies. In this regard, it is necessary to conduct a study on the analysis and technical guidance of the training needs of the

municipal apparatus of Sidenreng Rappang to provide an overview and rationale for accelerating the reform of the City of Sidenreng Rappang and evaluating the best management.

2. RESEARCH METHOD

In terms of the formulation of the problem and research objectives, this type of research is descriptive research, which reveals how the condition of employee capabilities regarding job requirements (Job Specification) is needed in the context of implementing regional autonomy in Sidenreng Rappang (Sidrap) Regency. This study uses a qualitative approach and specifically focuses on training needs analysis and technical guidelines for urban equipment in Sidenreng Rappang. Qualitative research methods are better suited to the many nuances of the total effect and perceived value models (Maleong, 2004). Therefore, qualitative research can better interpret the knowledge gained in the field by adapting and linking existing problems without design, because qualitative research focuses more on processes than results. This is because the relationship between the parts examined becomes clear by observing them. The population in this study were all employees/apparatuses occupying structural positions (echelon) within the scope of the Sidenreng Rappang Regency government, namely 648 employees. The type of data needed in this research is data obtained from agencies related to apparatus resources within the scope of the government of Sidrap Regency. Observation, namely the technique used to obtain the required data through direct observation of the object under study. Interview, namely the technique used to obtain in-depth information from informants to complement the observed data. Documentation, namely to obtain secondary data from various agencies in the form of the required documents.

3. RESULTS AND DISCUSSIONS

According to the latest data for May 2013, the government employees of the City of Sidenreng Rappang totaled 4,714 people, and this number was divided into 1,693 men and 3,021 women.

Based on the rank and number of officials in the City of Sidenreng Rappang, graphic information of officials by level shows that this position is dominated by Echelon IV. This shows that there are still signs of helplessness in the government apparatus of the City of Sidenreng Rappang, both in general and technically. The following is step by step information from the Sidenreng Rappang City Service Desk.

In general, the level of individual educational competence affects the efficiency of the bureaucratic apparatus. This can cause an imbalance between devices. This gap can be closed through training and technical guidance. The following is the number of City officials of Sidenreng Rappang by education level.

The need for training (training) and technical guidance for government officials of the City of Sidenreng Rappang. Researchers try to analyze the urgency of training, education and technical negotiations in the near future to improve the ability of the government apparatus of the City of Sidenreng Rappang in providing professional public services. Of the many programs that must be completed, the authors analyze 12 programs that must be completed in the near future.

Technical guidelines for preparing annual accounts This training aims to enable officials of the City of Sidenreng Rappang to prepare financial reports for the classification of the City of Sidenreng Rappang which will end well in accordance with Law Number 1 of the Republic of Indonesia. 15/2004 concerning the study of government financial management and accountability. Suitable topics and suitable speakers for planned activities. Rappang is able to provide public services that help facilitate business transactions for investors and the public according to Government Regulation of the Republic of Indonesia 81 of 2010 concerning the 2010-2025 Major Reform Plan.

Technical guidance on the formulation, definition and implementation of public service standards This training is designed so that the City Government of Sidenreng Rappang can create the best public service standards for its people in accordance with the Regulation of the Minister of Administrative and Bureaucratic Reform Number 36 of 2012 concerning Technical Guidelines for the Preparation, Determination and Implementation of Public Service Standards. Technical guidance on the role of civil servants in implementing e-government. This training aims to enable Sidenreng Rappang city officials to organize clean government and provide timely and accurate public services to the city government in accordance with Presidential Decree No.3.

This training aims to make Sidenreng Rappang city equipment more efficient. The government is guided by the Decree of the President of the Republic of Indonesia Number 81 of 2010 concerning the 2010-2025 Reform Plan. Distribute instructions to authorities on how to use social media. The aim of the training is for Sidenreng Rappang city officials to be able to use social media to provide public services to their citizens in accordance with Regional Regulation No.1. Theme With the Decree of the Government of the Republic of Indonesia No. 38 of 2008 amended the Second Government Decree No. 6 of 2006 concerning Regional Procurement of Goods. Technical guidance for legal planning This training aims to enable Sidenreng Rappang City officials to formulate laws and regulations in their area to encourage regional development.

This is in accordance with Government Council regulation no. 21 of 2008 concerning Implementation of Disaster Management. Suitable topics and suitable speakers for the planned activities are listed in the following table, Technical guidelines for dealing with social conflicts. This training is aimed at City officials of Sidenreng Rappang to prevent social conflicts from occurring in the community. This is in accordance with the law of the Republic of Indonesia number 7 of 2012, which regulates the use of social conflict. Suitable topics and suitable speakers for the planned activities are listed in the following table, the availability of training facilities and infrastructure and technical advice for the DPRD of Sidenreng Rappang City.

In Article 2 of the Regulation of the Head of the State Administrative Agency Number 13 of 2011 concerning General Instructions for Organizing Technical Training, it explains that technical training is held with the aim of increasing knowledge, skills, abilities, attitudes, and behavior to carry out technical tasks professionally in accordance with personal qualifications and official positions. . In addition to the core purpose of engineering education is to strengthen the attitude, behavior and behavior of the spirit of service that is centered on service, protection and community empowerment. Regulation of the Head of the Organizing Body Number 13 of 2011 concerning General Guidelines for Organizing Technical Training Article 17 Paragraph 1 states that technical training and education and training facilities are prepared in accordance with the objectives, program objectives and relevant technical training materials.

the type and extent of technical training infrastructure is determined by the responsible technical body. In addition, Article 3 states that technical educational institutions may also use educational infrastructure facilities of other government agencies by following the standards for the completeness of educational infrastructure set by state administration educational institutions, Classrooms (AC), LCD projectors, English Language Laboratories, Libraries, Dining rooms , dormitories, outpatient care, prayer rooms/mosques, sports facilities, etc.

Of the 49 structural officials who hold echelon IV /b positions, there are still 12 people who do not meet the job specification requirements in terms of education, where the minimum education requirement for the position in question is a bachelor's degree, 5 people who do not meet the position requirements in terms of experience, where functional staff are promoted to structural positions, and 2 people who do not meet the position requirements in terms of length of service, where the requirement for working time to be appointed to the position is a minimum of 4 years of service. Also, 2 people do not meet the requirements of the position in terms of education and training, where officials who occupy these structural positions are required to have attended Level IV Leadership education and training.

Sidenreng City government apparatus getting stronger It needs an established resource in the town of Sidenreng Rappang. The routine room for the construction of training centers should be owned by the City Government of Sidenreng Rappang to reduce budget costs, which so far has been carried out in collaboration with the private sector and meets the minimum requirements set by law.

The discrepancy between the employee's ability and the employee's job requirements turned out to be a small part due to the non-maximum leadership of the Sidrap District government organization's employees in the employee's scope of work. The fact that the authors found in the field illustrates that the need for employee resource development at a macro level does not pay attention to aspects of organizational analysis, task analysis and apparatus analysis that will occupy structural positions. These three aspects will answer three questions about: In which part of the organization is a development program needed, what must be learned, and who needs to be educated or trained with training or education appropriate to the position of the employee concerned.

What happens in the end is that there are not a few employees who do not or do not know enough about their duties and responsibilities within the organization. In short, the policies of organizational leaders are still colored by something personal.

4. CONCLUSION

The condition of the government apparatus of the City of Sidenreng Rappang still requires quality improvement in accordance with the spirit of the form of bureaucracy described in the project "Form of Bureaucracy 2010-2025", so that weaknesses in the implementation of government tasks and professional development can meet the needs. community This study is related to the goals of national bureaucratic reform as set out in the "Grand Design of Bureaucratic Reform" to expand the authority of the Sidenreng Rappang City Government Machine and contains several recommendations, namely Training and technical assistance are organized in accordance with laws and regulations and the needs of the community. A training center will be established for officers who meet the minimum training requirements and applicable laws and regulations of the Government of the Republic of Indonesia. Analysis of the human resource capacity of the apparatus within the Sidrap Regency Government using education, training and work experience indicators, based on the sample studied was low. Basically the education level of the respondents is quite high and this is reflected in the presence of officials with Masters qualifications and even 3 PhDs in the total number of employees in the government, the awareness and initiative of some of the apparatus to always take part in types of training that support the quality of the development of the resources they have as well quite good, but in terms of position experience it is still not optimal, thus affecting the overall average rating of the ability of government officials to be low. training, and work experience, based on the sample studied is low. Basically the education level of the respondents was quite high and this was reflected in the presence of officials with Masters qualifications and there were even 3 PhDs in the total number of employees in the government, the awareness and initiative of some of the apparatus to always take part in types of training that support the quality of the development of the resources they have is also quite good, however in terms of position experience it is still not optimal, thus affecting the overall average rating of the capabilities of the government apparatus to be low. training, and work experience, based on the sample studied is low. Basically the education level of the respondents was quite high and this was reflected in the presence of officials with Masters qualifications and there were even 3 PhDs in the total number of employees in the government, the awareness and initiative of some of the apparatus to always take part in types of training that support the quality of the development of the resources they have is also quite good, however in terms of position experience it is still not optimal, thus affecting the overall average rating of the capabilities of the government apparatus to be low.

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