DICDBM

The 1st Dinasty International Conference on Digital Business and Management 2020

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Bandung, 20 February 2020

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Letter of Acceptance and Invitation

DICDBM 2020, Bandung-Indonesia

Date: Jan 27th, 2020
No: 190/Letter of Acceptance/DICDBM-2020

To:
1. **Susanto**, University of Surabaya, Indonesia
2. **Noviaty Kresna Darmasetiawan**, University of Surabaya, Indonesia

Email: santo_xavier@yahoo.com

Congratulations! I am pleased to inform you that your abstract submission to the **1st Dinasti International Conference on Digital Business and Management – (DICDBM 2020),** February 20th 2020, in Bandung-Indonesia, has been **accepted** for presentation at the conference.

Paper Title: "**DESIGNING A PERFORMANCE APPRAISAL SYSTEM FOR MANAGEMENT CONSULTANT OFFICE "D"**" Paper No. DICDBM-190.

At this time, please make sure that you take care of the following detail:

- Payment has to reach us no later than 18th February 2020, otherwise, it will be regarded as withdrawn automatically. If you want to pay onsite payment, please inform us.
- Presentation Material Submission due on 6th February 2020
- Full Paper Submission Deadline on 15th February 2020
- Conference Day on 20th February 2020
- Additional Payment Deadline (For Scopus and WoS index journal) on 15th March 2020

If you require any further information, please do not hesitate to contact us or visit our website at https://www.dicdbm.com/. We look forward to seeing you at the conference.

Regards,

Dr. Zikri Muhammad
DICDBM 2020 – Chief Editor

Ps: This Letter of Acceptance can be used for Visa Application.

DESIGNING A PERFORMANCE APPRAISAL SYSTEM FOR MANAGEMENT CONSULTANT OFFICE “D”

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ABSTRACT

Employees have to do a great job, they need to know the work they have to complete and what criteria they must fulfill in order to achieve what is called effective performance. This design aims to conduct a job analysis which includes job description, job specifications, and job performance standards and designing a performance appraisal system for Management Consultant Office "D". The design approach used in this design is the constructionism approach that presents a structured and systematic analysis by describing the steps of designing a performance appraisal system that refers to Cascio and others literature through data collection methods: interviews, direct observation and document analysis. A summary of the findings shows that the Management Consultant Office "D" has never done a job analysis for each level of position in the organization and don’t have a performance appraisal system. Therefore, a job analysis is performed for each level of position in the Management Consultant Office "D" and neatly formatted in the job analysis table. The results of this design are in the form of job analysis, determination of the performance appraisal dimensions and their weighting which are made into the format of the performance appraisal form along with the procedures for the appraisal and the procedures for carrying out the performance appraisal.

Keywords: Performance Appraisal, Performance Appraisal System, Job Analysis, Graphic Rating Scale

Themes: Performance Appraisal

Biography

Susanto
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Biography:
Besides studies at University of Surabaya, Susanto joining at PT. Duo Dinamika since 2017 (fresh graduate) – today as a Senior Consultant. Since joining at PT. Duo Dinamika, Susanto has been involved with cases related to sensor, oil and gas, coal mining, and ready mix company.

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Category: Oral Presentation
Presenter Category: Student
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