

The Analysis of Comparative Workload of Village Government and After Pandemic Period in Mekar Jaya Village

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ABSTRACT

The purpose of the study is as follows 1) To find out the physical burden in completing the work before and after the pandemic period in Mekar Jaya village of Wonosari district, Boalemo regency. 2) To find out the mental burden in completing work before and after the pandemic period in Mekar Jaya Village of Wonosari District, Boalemo Regency. 3) To find out the burden of time in completing work before and after the pandemic period in Mekar Jaya Village of Wonosari District, Boalemo Regency.

The type of research used by the researcher is qualitatively descriptive. In qualitative research, data collection is carried out in natural settings, as for data collection techniques by conducting observations, interviews, and documentation. Qualitative data processing data analysis techniques can be done through three stages, namely data reduction, data display, and conclusion drawing/verification. The samples used in the study were 3 people.

The results showed that 1) the physical burden of Mekar Jaya village apparatus in completing the work before it has not disturbed both physiologically and biomechanical burden and after the pandemic the physiological physical burden and biomechanics burden on the Mekar Jaya Village, 2) The mental burden of Mekar Jaya village apparatus in completing work before it has not interfered in concentration, It even creates confusion, alertness, and accuracy of the service in Mekar Jaya Village Government. After the pandemic turned out to make concentration in the delay, even make a sense of confusion in the completion of tasks, vigilance in work does not exist and the accuracy of service that takes a long time. 3) The mental burden of Mekar Jaya village apparatus in completing work before the pandemic speed in doing work and doing work two/more at the same time is still going well. While after the pandemic speed in doing work is often late and doing work two/more at the same time can no longer be completed on time by the village apparatus Mekar Jaya. Especially with the target in 1 day, 1 month.

Keywords: *Analysis, Workload, Pandemic Times.*

PRELIMINARY

The village government's implementation and development in carrying out service responsibilities for the community are primarily concerned with the cooperative partnerships created by the government. To implement

village government, particularly the Partnership, which means that to carry out development tasks or provide services to the community, all village government officials, such as village heads, secretaries, and the Village Representative Body (BPD), which enhances understanding of each official's capacities, duties, and authorities. Human resources play a significant significance in deciding the organization's progress and development. As a result of these advancements, the quality and capabilities of human resources are determined.

One issue is with village officials, who have the responsibility and obligation to serve the community by assisting the village head and doing assigned tasks. If an officer is capable of completing the duty allocated, and a worker can complete and adapt to a variety of assigned duties, the burden does not become excessive. It is simply that each employee who is still deficient in their allotted job is why work activities become burdensome. Therefore, the village community will be more satisfied and at ease with the services given in resolving disputes with the village administration.

This relates to the primary responsibilities of the Mekar Jaya Village Government under Domestic Regulation Number 84 of 2015, which details the Village Government's Duties and Functions. However, in this Covid-19 Pandemic Situation, where the Mekar Jaya Village Government is tasked with the primary responsibility of managing Covid-19 at the village level, the Village Government's tasks and obligations can be expanded or increased without jeopardizing the primary task.

Physical stress on village authorities prior to and following the Covid-19

pandemic, when demands for demographic data must be pursued swiftly to finish work, resulting in many duties being incomplete. Researchers performed the study with village officials in Mekar Jaya Village, Wonosari District, where the workload was changed based on first observations. For symptoms that occurred prior to entering the hours of 08.00-16.00, village officials were assigned the time load following SOTK.

The burden of village authorities in Mekar Jaya Village Government has increased significantly regarding data requests that must be fulfilled immediately. Where this can be influenced as much as possible by village officials in carrying out their duties, this is the cause of the uneven workload on each part, combined with work that is no longer consistent with the duties and functions of each village apparatus in the aftermath of the Covid-19 Pandemic. Additionally, the mental strain may cause village officials to be sluggish in accomplishing their assigned tasks. Rather than adhering to the current duty, the Village Government strives to deliver outstanding service to ensure that the community is satisfied with the Village Government's services.

The primary responsibility of the Mekar Jaya village administration during the Covid-19 epidemic is to provide services to the community. For socialization through media use in banners, banners, and videos to prevent covid-19. The rise in workload is accomplished by the use of provisions tailored to the demands, such that things become the basis for an increase in workload, which increases the performance of the Mekar Jaya Village Apparatus. There are various points, most notably in the data request made to the Mekar Jaya Village Government on the pandemic prior to and during the covid 19 outbreak.

Table 1. Comparison of Requests for Social Assistance Data in Mekar Jaya Village

No	Before the Pandemic	After the Pandemic
1	PKH (Hope Family Program)	BLT DD (Direct Cash Assistance)
2	BPNT (non-cash food assistance)	BST (Cash social assistance)
3	-	Homeland/Province
4	-	MSME (Micro, Small and Medium Enterprises)
5	-	Pre Work
6	-	District BLPD (Direct Regional Food Assistance)
7	-	Provincial BLPD (Direct Food Assistance)

Source: Mekar Jaya Village Government Data

The data above demonstrates that the workload level received prior to and following the pandemic is significantly different. In the pre-pandemic period, there were only a few requests for data that needed to be completed by the Village Government and could be completed quickly. Each village apparatus could carry out their duties and responsibilities following SOTK and manage or carry out work well without being under any pressure to complete the work. Meanwhile, the increased workload

associated with the pandemic increased data requests that needed to be performed during the epidemic, necessitating village authorities to conduct data validation in the field about the proper data equipment. Indeed, most Village Apparatus responsibilities have been extended to the point where they exceed the effective working hours and are no longer consistent with the primary purposes of each village apparatus in carrying out their obligations. Occasionally, such events result in mental, bodily, and time exhaustion for village leaders. However, all of these factors might contribute to improving services in Mekar Jaya village, particularly for the Mekar Jaya community. Even a lack of data can result in the community providing aid, causing the Mekar Jaya village government to become a problem in and of itself.

1. Management Concepts

a. Management Definition

Management science applies how it has not been implemented with an awareness of what management is in daily operations. Management as a science can be conducted with consistency.

Management derives etymologically from the word manage, specifically manage or magiare, which instructs horses to move their feet [1]. Meanwhile, management refers to a process of planning, organizing, directing, and supervising the efforts of members and other organizational resources in order to accomplish organizational goals and objectives [2].

According to this theory, management is a collection of activities that include planning, organizing, organizing and mobilizing, controlling and developing to regulate and utilize

human resources, facilities, and infrastructure to achieve organizational goals more effectively and efficiently.

b. Administrative Functions

From the description of management in reality, when the manager is under pressure to fulfil goals with the objective of managing employees through the allocation of material and financial resources.

Management consists of four functions: planning, organizing, leading, and controlling.

According to the preceding explanation of management functions, there are four fundamental management functions, comprising [3]:

1) Planning

Planning is the process of selecting data, connecting them, and developing projections and assumptions to accomplish desired goals.

2) Organization

Organizing is identifying, classifying, and collating various activities to place employees in activities linked to the tasks performed.

3) Execution

The implementation stage, during which all company employees are encouraged to work more enthusiastically toward accomplishing goals.

4) Controlling

The supervision stage allows for a more in-depth examination of how the implementation adheres to the standards, both in terms of the developed plans and their implementation.

5) Human resource administration

a. Human resource management definition

Human resource management is critical to an organization's success in managing, regulating, and employing employees to maximize their productivity and effectiveness in reaching goals.

Human resource management is the art and science of effectively and efficiently managing labour relations to achieve more effective and efficient goals. [4].

Human resource management is a process whose scope is defined by the organization [5].

According to specific experts, human resource management plays an essential function in the firm.

b. Functions of Human Resource Management

Human resources perform the following functions [6]:

Managerial Functions, which include the following:

1) Planning

The planning role includes both requirements and complaints and development and maintenance.

2) Organization (Organizing)

This stage is primarily concerned with compiling and designing the structure and relationships between the tasks to be completed.

3) Direction

This stage is more direct in its encouragement of

effectiveness and efficiency development.

4) Controlling

This level entails quantifying the activities involved in carrying out the workforce's standards.

5) Operational Purpose

At this point, the human resource management process is more efficient and effective. Human resource management operational functions serve as the foundation for implementing efficient and effective human resource management processes that contribute to achieving organizational/company goals.

c. Objectives for Human Resource Management

1) Organizational objectives

Corporate objectives are better understood through the presence of people resources that contribute effectively.

2) Functional Objectives

It is preferable to maintain a level tailored to the organization's requirements for this reason. It aims to sustain departmental contributions at a level consistent with the organization's needs.

3) Social Objectives

This stage focuses on the organization's needs and issues to mitigate its adverse impact [7].

4) Individual Purpose

This level is more concerned with accomplishing objectives through organizational improvement.

3. Workload

a. Workload Definition

A workload is an organizational unit where the leadership assigns work that must be accomplished within a specified period. Workloads with insufficient time and a high volume of work contribute to the reduction in worker quality [8]. Additionally, the workload in the work environment is distributed among the tasks performed [9].

Additionally, the burden comprises numerous activities that must be accomplished within a specified period, as defined by job analysis methodologies, workload [10].

As a result of the above explanation, it can be stated that workload refers to a collection of activities and tasks that employees must do within the allotted time.

b. Workload Analysis's Purpose

The workload analysis has the following objectives:

- 1) Determination of the human resource requirements. Human resource reduction and addition
- 2) Finalizing (Redesigning) Job Duties Reduced and increased fundamental workload tasks.
- 3) Enhancing (Redesigning) the organizational structure. Merger of two roles to create a new post.
- 4) SOP Enhancement. In the improvement of standard operating procedures (SOPs) involving organizational structure position tasks.
- 5) Establishing a time standard Each task adheres to the organization's standard operating procedures at this level.

6) Workload Factors

In a healthy organization, the institution hopes that employees who are evaluated based on their competencies are:

1) Internal determinants

Whereas the workload affects the body, gender, age, and posture or psychic, the workload affects the body, gender, age, and posture or psychic.

2) External Influences

In the world of work, this issue has a more significant impact on employee workload. External factors include the following:

- a) Workplace
- b) Physical responsibilities
- c) Organization of the workplace

3) Workload Estimation

When assessing workload, it is vital to have information to maintain adequate and efficient levels of organization for a variety of work tasks throughout one year. Workload measurement can be classified into three types, namely:

1) Subjective Evaluation

This level is based on evaluating the task's perceived work report.

2) Evaluation of performance

This stage is established from observations of employee behaviour.

3) Physiological evaluation

Increase the workload further in this measurement by incorporating elements and aspects of workers.

e. Workload Advantages

Several advantages of workload analysis include the following:

- 1) Addition and subtraction are used to determine the number of workers.
- 2) Task completion in order to decrease and increase workloads.
- 3) Enhancements to job separation, mergers, and new jobs.
- 4) Contributed to developing standard operating procedures (SOPs) for activities, including tasks, jobs, and positions.
- 5) Indicators for determining taskstandardization.
- 6) In assessing each employee's self-development.

f. Dimensions and Indicators of Workload

There are numerous workload markers, including [12]:

1) Physical Impairment

For physical loads affect health issues such as the body's systems.

2) Psychological Burden

Mental load refers to the workload associated with psychological/mental tasks performed by employees.

3) Time Consumption

This load manifests itself when employees are forced to accomplish their assigned jobs.

METHODS OF RESEARCH

This research employs a descriptive qualitative technique. According to the statement above, this research employs a descriptive qualitative approach with the method used to determine the state of an object's condition as an instrument. The researcher employs the descriptive technique because, following the researcher's character and purpose, he seeks not to test hypotheses but to gain an accurate picture.

RESULT OF RESEARCH

1. Physical Demands on Village Officials Prior to and Following the Pandemic

When examining the psychological influence on the workload of the Mekar Jaya Village apparatus, it becomes clear that there are analogies to be made between the workload prior to the epidemic and the current burden. Consider the scenario of data demands on social assistance. Village officials carry out tasks following the current duty, and no more than one job is required to complete it; however, during this pandemic, village officials have already worked more than one day and are not under the primary assignment. Furthermore, this affects the Village Apparatus's Mentality.

Another issue is the perceived strain of an excessive physical load during a single day. Where village officials in Mekar Jaya feel overwhelmed by daily overburden. This stage is reinforced virtually continuously, nearly 24 hours a day.

2. Village Officials' Mental Burden Prior to and Following the Pandemic

Mental workload is inextricably linked to performance issues at the Mekar Jaya Village Office. One of the mental health issues that village officials face on the job may be left undone tasks. At work, you must frequently feel confused due to pressure, which might disrupt your mental state, particularly prior to and following the Covid-19 pandemic. There should be

safeguards to prevent this from disrupting the mental state.

3. Time Commitment of Village Officials Prior to and Following the Pandemic.

Numerous village officials have been impacted by the increased workload associated with community work operations. If the village apparatus is completed on schedule and with sufficient responsibilities, it will not become a burden. However, if the worker cannot complete the responsibilities and activities, they become a burden.

According to the explanation above, the workload in the three indicators is comparable; prior to the pandemic, the workload on the village apparatus had little effect on the village apparatus itself; however, during the pandemic, the workload on the village apparatus experienced a significant increase due to data requests. It was invalidating social assistance.

DISCUSSION

1. Physical Burden of Work Prior to and Following the Pandemic at Mekar Jaya Village Government.

There are issues with physiological and biomechanical physical stresses concerning the physical load. One aspect contributing to village officials' physical burden is an excessive workload, which affects health problems such as the fatal system of the body, the heart, breathing, and sensory organs caused by working conditions. The excessive workload for village officials will negatively affect, resulting in physical and mental exhaustion during everyday work at the village office.

In the Mekar Jaya Village Government, the majority of psychological effects are manifested in

the workload of the Mekar Jaya Village apparatus, and it turns out that there are comparisons between their workloads prior to the epidemic and their current burden. Village officials carry out chores following current duty and perform one job per day. However, during this pandemic, the village's equipment is no longer under the primary tasks and functions and performs more than one job per day. Consider the scenario of data demands on social assistance. Furthermore, this affects the Village Apparatus's Mentality. A frail body is unhealthy; performing duties is a responsibility; nevertheless, if you fail to complete the task within the specified time or target, the result is that the task will be challenging to complete.

Based on the study's findings, subjective calculations based on a physiological approach were made to determine that the lifting activity for the duration of the therapy should be classified as light working conditions [13]. These findings indicate that physical burden directly affects the physiology and biochemistry of village authorities. As a result, work will undoubtedly be delayed due to a lack of relaxation during this time.

2. Mental Burden of Work Prior to and Following the Pandemic at Mekar Jaya Village Government

It has been established that heavy workplaces strain Mekar Jaya village officials, with mental problems resulting in alterations to life-threatening physical functions. Excessive mental activity will be perceived physiologically as light effort, lowering the calorie need for mental activity. Village officials are acutely aware of this. Village authorities in Mekar Jaya's duties will undoubtedly feel perplexing, and if forced, will have a detrimental effect on mental health, particularly during this pandemic. Thus,

the step that can cover this is to attempt to be the person in charge of completing the present task.

Excessive workloads in the jobs of departmental secretaries, sub-section heads, pay clerks, purchasing clerks, personnel officers, and academic staff have harmed the abilities required for each position. As a result, this condition has been felt by the entire village apparatus in the Mekar Jaya Government, where the sense of responsibility for work thus far during the pandemic will obstruct mental clarity activities compared to physical activities that utilize the brain rather than the muscles. Every mental action will always entail aspects of perception, interpretation, and mental processing of sensory organ information to make a decision or process of remembering past information. Mental work that is not planned appropriately can have various negative consequences, including weariness, boredom, and decreased concentration and awareness while performing a task. As for the other consequences for crucial work activities, such as performing tasks on time, it will be tough to transfer emphasis.

3. Time Consumption in Completing Work Prior to and Following the Pandemic at the Mekar Jaya Village Government

The time load will result in the work not being finished since there will be no time for the natural village apparatus to perform the work. This is contingent upon the availability of time and the ability to shift gears in the event of a pandemic. This is directly tied to the time limit analysis, which always results in the Mekar Jaya Village Government spending more time on work.

This issue will undoubtedly be aggravated due to prior research findings and the current workload. Village officials typically carry out activities following established duty and no more than one job at a time, but during this pandemic, village officials no longer carry out chores following established duty and complete many jobs in a single day. One, as is the case with data requests on social assistance. Moreover, this affects the Village Apparatus's Mentality. Before the pandemic, all Village Apparatus worked according to available time and without regard for deadlines or targets. However, it takes an inordinate amount of time. This is consistent with research indicating that workload and job motivation significantly affect employee performance. Meanwhile, the workload has a marginal effect on employee performance. Employees are overworked in some instances and underworked in others. These findings imply that workload distribution is unbalanced at BTN.

Thus, the village council must anticipate as one of the phases minimizes the requirement for concentration and intentional mental effort. Concentration and purposeful mental effort are required to complete work. Uncertainty, unpredictability, and unfamiliarity are all characteristics of moderate to high activity complexity. An additional consideration is necessary. Concentration and intentional mental effort are enormously beneficial and indispensable. A complicated undertaking that necessitates complete focus to complete work at the Mekar Jaya Village Government.

CONCLUSION

The following conclusions can be drawn as a result of the research and discussion:

1. The physical burden imposed on the Mekar Jaya village apparatus in completing the work prior to the pandemic did not affect the physiological and biomechanical burdens. Following the pandemic, the physiological, physical, and biomechanical burdens imposed on the Mekar Jaya village government were unchanged.
2. Following the epidemic, it was discovered that attention is impaired, even confusing when completing duties, there is a lack of alertness at work, and services that take a long time are not accurate. The mental strain on the Mekar Jaya village apparatus in finishing the work on time has not interfered with focus. It has increased a sense of bewilderment, vigilance, and service correctness in the Mekar Jaya Village Government.
3. The time load on the Mekar Jaya village apparatus in completing work prior to the epidemic, the speed with which work is completed, and the ability to perform two or more tasks concurrently are all still operational. Meanwhile, following the epidemic, work was frequently completed late, and the Mekar Jaya village machinery could not complete two or more jobs concurrently. Particularly with the 1-day, 1-month aim in mind.

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