

THE EFFECT OF WORK DISCIPLINE AND WORK STRESS ON THE PERFORMANCE OF ADMINISTRATIVE EMPLOYEES OF THE GENERAL BUREAU OF THE REGIONAL SECRETARIAT OF WEST JAVA PROVINCE

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Abstract

Dependent Every company definitely wants all of its employees to be professional, disciplined and responsible. Therefore, employee performance can be interpreted as one of the most important things in a company to achieve goals. Achieving high labor productivity requires good work discipline from employees. In addition to work discipline, work stress can effect an employee's ability to increase or decrease performance. The purpose of this study was to determine the effect of work discipline and work stress on employee performance and the Administrative Bureau of the Secretariat General of West Java Province. The method used is a quantitative method with a descriptive and verification approach. Data collection techniques using simple random sampling. Samples are taken randomly from the population without regard to the population. Validity, reliability analysis, classical acceptance test, multiple linear regresi analysis, f-test and t-test were used for data analysis. The results of things study indicate that work discipline has a positive and significant effect on employee performnace, while work stress has a positive and insignificant effect on employee performance.

Keywords: Work Discipline; Work Stress; Employee Performance

Introduction

Employees are one of the important human resources in the agency in achieving the goals of the agency (Waldan, 2020). Likewise with the Bureau of Regional Secretariat of West Java Province, whose main task is to compile general guidelines and coordination of administrative tasks if personnel activities are closely related to public service concerns. Employees working here must be highly qualified, as this may affect the credibility of government bodies (Yeboah, 2013).

Employee performance is an important factor in an organization, because it carries out organizational functions to achieve goals (Dewi & Wibow, 2020). According to Ekhsan (2020) states "Employee performance is the result of quality and quantity work

How to cite:	Mariska Armiami, Rd. Herman Sofyandi (2023) The Effect of Work Discipline and Work Stress on The Performance of Administrative Employees of The General Bureau of The Regional Secretariat of West Java Province, Vol. 7, issue 12, http://Dx.Doi.Org/10.36418/syntax-literate.v8i2.11388
E-ISSN:	2548-1398
Published by:	Ridwan Institute

carried out by employees when they perform their duties in accordance with the responsibilities given".

Work discipline also has a strong impact on employee performance. High work discipline automatically results in good employee performance (Dewi & Wibow, 2020). Good discipline reflects a person's responsibility to the tasks assigned to him (Setiyaningsih, 2020). In addition to work discipline, the impact of work stress is a factor that needs to be considered. "People tend to experience stress when unable to navigate between desire and reality, both internally and externally" (Inzlicht et al., 2014). One of the impacts of stress is that it can reduce employee job satisfaction. Dissatisfaction on the work side can cause work stress among employees and weaken work discipline (Qiu & Dauth, 2022). High job satisfaction creates loyalty and work discipline for employees and increases employee productivity (Toropova et al., 2021).

Table 1
Results of Pre-Survey of Work Discipline

No.	Statement	Agree	Hesitate	Disagree
1	Working hours are carried out optimally by not using them for personal gain	50%	30%	20%
2	The duties and obligations carried out by employees must be held accountable	60%	40%	0%
3	Always work in accordance with the established SOP	40%	40%	20%
4	Any violations committed are subject to sanctions	70%	30%	0%

Source : Google Forms Pra Survei 2022

Based on the results of a pre-survey of 15 administrative employees of the General Bureau of the Regional Secretariat of West Java Province regarding work discipline, it was found that employee work discipline was quite good, but there were still obstacles such as working in accordance with the SOP set by the agency. There were some employees who answered in agreement and there were employees who answered doubtfully. It is that not all employees always work in accordance with the SOP that has been set by the agency, so that employee performance is considered less than optimal.

Table 2
Work Stress Pre-Survey Results

No.	Statement	Agree	Hesitate	Disagree
1	The workload doesn't match what employees are capable of	50%	30%	10%
2	Work in the field is very tiring because work often overlaps (double job)	60%	30%	10%

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3	Poor work environment such as uncomfortable office space makes employees saturated	60%	30%	10%
4	Lack of direction from superiors regarding the work to be done	40%	40%	20%

Source : Google Forms Pra Survei 2022

Based on the results of a pre-survey of 15 administrative employees of the General Bureau of the Regional Secretariat of West Java Province regarding Work Stress, it was found that employees experienced work stress such as overlapping work that did work while in the field, workload was not in accordance with employee abilities and an unfavorable work environment such as uncomfortable office space made employees saturated and lack of direction from superiors to the work that must be done. Therefore, work stress affects employee performance.

Table 3
Results of Pre-Survey of Employee Performance

No.	Statement	Agree	Hesitate	Disagree
1	The work standards that have been set by this agency have been achieved well	40%	40%	20%
2	Instansi menetapkan beban pekerjaan sesuai dengan jumlah pegawai	40%	50%	10%
3	The agency determines the workload according to the number of employees	50%	30%	10%
5	Employees can solve problems that arise while working	70%	30%	0%

Sumber : Google Forms Pra Survei 2022

Based on the results of a pre-survey of 15 employees within the Administration of the General Bureau of the Regional Secretariat of West Java Province regarding employee performance, it is known that employee performance is quite good, but there are still obstacles, including: the work standards that have been set by the agency have not been achieved properly and the agency does not set the workload in accordance with the number of employees. This causes delays in the completion of work, so that employee performance is considered less than optimal.

The phenomena that occur in agencies based on preliminary surveys at the General Bureau of the Regional Secretariat of West Java Province, Administrative Section, include (Pribadi et al., 2021): 1) There are still many employees who do not understand application systems such as KMOB (real-time application measuring employee performance including employee work goals). 2) With the KMOB application system, it cannot distinguish which employees are present and which are not present, because the system is not optimal. 3) Poor work environment, such as uncomfortable

rooms, large number of unused items, resulting in lack of lighting, and insufficient air circulation. 4) In addition, computers that are no longer suitable for use due to the large number of viruses in the computer. 5) Lack of employee counseling to recognize a problem or complaint while the employee is working. 6) Lack of leadership in motivating and directing bahawan. Employees do not understand how to send work results to the TRK (Performance Remuneration Allowance) system which makes it less effective in employee performance.

Based on this background, the author is interested in research at the General Bureau of the Regional Secretariat of West Java Province in the field of HR by taking the title "The Effect of Work Discipline and Work Stress on the Performance of Administrative Employees of the General Bureau of the Regional Secretariat of West Java Province".

Research Methods

In this study, the method used was a verificative descriptive method. According to Sugiyono (Sugiyono, 2017) descriptive research methods are: in this descriptive research method, the existence of a free variable in either one or more (stand-alone variables or free variables) is determined without comparing the variables themselves without looking for relationships with other variables. While the verifiable research method according to Sugiyono (2013), verifiable analysis is a research method that aims to determine the relationship between two or more variables. This method is used to test the correctness of a hypothesis. The types of data used in this study are primary data obtained directly from the source through interviews, observations, questionnaires and secondary data obtained indirectly from other parties, offices in the form of reports, profiles, and literature. The sample population used in this study was 30 respondents. The sampling technique used in this study was simple random sampling, where samples were taken randomly from the population without paying attention to the population strata. The data analysis techniques used in this study are validity test, reliability test, classical assumption test (normality test, multicholnearity test and heteroskedasticity test), multiple linear regression test, and hypothesis test (t test and f test). This data analysis was performed using the help of SPSS software version 23.

Results and Discussion

A. Research Results

1. Validity Test Results

Table 4
Summary of Validity Test Results

Variable	r_{count}	r_{table}	Ket.
Work Discipline (X1)	0,571 - 0,795	0,361	Valid
Work Stress (X2)	0,618 - 0,807	0,361	Valid

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Employee Performance (Y)	0,481 - 0,767	0,361	Valid
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Source : Primary data processed, 2022

The Work Discipline variable (X1) consists of 8 statement items, the Work Stress variable (X2) consists of 8 statement items, and the Employee Performance variable (Y) consists of 8 statement items. Based on the validity test results, it shows that all statement items have a rhitung value of $> r_{table}$ and r_{table} for $n= 30$ with a significance level of 0.05 is 0.361. That way it can be concluded that the statement item for each variable is considered valid and feasible to be used to be able to measure the variables to be studied.

A. Reliability Test Results

Table 5
Summary of Reliability Test Results

Variable		Cronbach's Alpha	Information
Work Discipline (X1)		0,830	Reliable
Work Stress (X2)		0,865	Reliable
Performance Official (Y)		0,847	Reliable

Source : Primary data processed, 2022

In testing reliability for all statement items in this study using Cronbach's Alpha value where the questionnaire item is declared reliable if the value of Cronbach's Alpha > 0.60 . From table 5 above, it can be seen that each variable has a value of Cronbach's Alpha of more than 0.60, therefore all statement items can be said to be reliable.

B. Classical Assumption Test Results

1. Normality Test

This normality test aims to determine whether or not a data distribution is normal. The normality test is important because one of the requirements for parametric-test testing is that the power must be normally distributed. In this study, the normality test was calculated using the kolmogorov-smirnov test one sample test with a Sig level. 0.05

Tabel 6
Hasil Uji Normalitas

One-Sample Kolmogorov-Smirnov Test		
		Unstandardized Residual
N		30
Normal Parameters ^{a,b}	Mean	,0000000

		Std. Deviation	1,16669183
Most Differences	Extreme	Absolute	,118
		Positive	,085
		Negative	-,118
Test Statistic			,118
Asymp. Sig. (2-tailed)			,200 ^{c,d}
a. Test distribution is Normal.			
b. Calculated from data.			
c. Lilliefors Significance Correction.			
d. This is a lower bound of the true significance.			

Source : Primary data processed, 2022

Based on the results of the above normality test, it is known that the value of Asymp. Sig. (2-tailed) by 0.200 is greater than α (0.05). So it was concluded that the research data was found to have a normal distribution.

2. Multicholnearity Test

The multicholnearity test aims to test whether in the regression model there is a correlation between independent variables. This test is carried out using a VIF with criteria, if the tolerance value < 1 and the VIF value of a free variable < 10 then it can be concluded that the free variable does not occur multicholnearity.

Tabel 7
Hasil Uji Multikolnearitas

Coefficients ^a		
Model	Collinearity Statistics	
	Tolerance	VIF
1	Work Dicipline,982	1,018
	Work Stress ,982	1,018

a. Dependent Variable: Employee Performance

Source : Primary data processed, 2022

Based on the results of multicholnearity testing in the table above, tolerance values of each free variable were obtained, namely Work Discipline 0.982 and Work Stress 0.982, where the two variables were less than 1, and the VIF value of the Work Discipline variable was 1.018 and Work Stress was 1.018, where the value was less than 10. Thus it can be concluded that this regression model does not exist multicholnearity.

3. Heteroskedasticity Test

This heteroskedasticity test is intended to test whether there is a variance inequality of obervation in the regression model.

Table 8
Heteroskedasticity Test Results

		Coefficients ^a				
		Unstandardized		Standardized		
		Coefficients		Coefficients		
Model		B	Std. Error	Beta	t	Sig.
1	(Constant)	,350	1,613		,217	,830
	Work Dicipline	,023	,036	,121	,628	,535
	Work Stress	-,003	,035	-,017	-,087	,932

a. Dependent Variable: Abs_ut

Source : Primary data processed, 2022

Based on the table of heteroskedasticity test results above, it can be seen that the significance value of the Discipline and Work Stress variables is more than 0.05 (0.535 and 0.932, respectively). From these results it can be concluded that there is no heteroskedasticity in the model regression equation. This is that the regression model does not have a variance dissimilarity from the residual of one observation to another.

C. Multiple Linear Regression Test Results

1. Correlation

The correlation coefficient is used to measure how strong the two independent variables are against the dependent variable. This correlation coefficient can be positive or negative. Therefore, the author conducts testing with correlation analysis, which is as follows:

Table 9
Correlation Coefficient Test Results

		Correlations		
		Employee Performance	Work Dicipline	Work Stress
Pearson Correlation	Employee Performance	1,000	,947	-,115
	Work Dicipline	,947	1,000	-,133
	Work Stress	-,115	-,133	1,000
Sig. (1-tailed)	Employee Performance	.	,000	,272
	Work Dicipline	,000	.	,242
	Work Stress	,272	,242	.
N	Employee Performance	30	30	30
	Work Dicipline	30	30	30

Work Stress	30	30	30
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Source : Primary data processed , 2022

The following are the results of testing the correlation coefficient, between Work Discipline and Work Stress to Employee Performance, which are as follows:

- a. The correlation coefficient between the variables of Employee Performance and Work Discipline is 0.947. This shows a very strong relationship, with a positive relationship direction. The greater the Work Discipline, the more Employee Performance increases. And the degree of significance or Sig. (1-tailed) of $0.000 < 0.05$; meaning that the relationship between Employee Performance and Work Discipline is significant.
- b. The correlation coefficient between the variables Employee Performance and Work Stress is -0.115. This indicates a low relationship, with a negative relationship direction. The greater the Work Stress, the lower the Employee Performance. Significance level or Sig. (1-tailed) of $0.272 > 0.05$; meaning that the relationship between Employee Performance and Work Stress is not Significant.

2. Coefficient of Determination

Table 10
Coefficient of Determination Test Results

<i>Model Summary^b</i>					
Model	R	R Square	Adjusted Square	R Std. Error of the Estimate	Durbin-Watson
1	,947 ^a	,896	,889	1,209	1,579

- a. Predictors: (Constant), Work Stress, Work Discipline
- b. b. Dependent Variable: Employee Performance

Source : Primary data processed, 2022

Based on the table above, it can be seen that R Square = 0.896; this means that the contribution of the variables of Work Discipline and Work Stress affects Employee Performance by 89.6%; While the remaining 10.4% was influenced by factors that were not studied in the study. In other words, 89.6% of Employee Performance variables can be explained by Work Discipline and Work Stress.

3. Hypothesis Test Results Simultaneous Test (F Test)

This simultaneous testing is used to determine the value that can provide a strong influence or relationship of two or more variables together on the dependent variable (Pawirosumarto et al., 2017). By using significance figures can be obtained: If the significance value ≤ 0.05 then H_a is accepted and H_o is rejected. If the significance value > 0.05 then H_a is rejected and H_o is accepted.

Table 11
Model F Test Results

ANOVA ^a						
Model		Sum of Squares	df	Mean Square	F	Sig.
1	Regression	341,893	2	170,946	116,927	,000 ^b
	Residual	39,474	27	1,462		
	Total	381,367	29			

a. Dependent Variable: Employee Performance

b. Predictors: (Constant), Work Stress , Work Discipline

Source : Primary data processed, 2022

Based on the table above, it shows that the significance value is $0.000 < 0.05$ with a $f_{hitung} > f_{tabel}$ ($116.927 > 3.35$). So H_a was accepted and H_o was rejected, the variables of Work Discipline and Work Stress simultaneously affected the variables of Employee Performance.

T Test (Partial Test)

Table 12
T test results

Model	Unstandardized Coefficients		Standardized Coefficients		Collinearity Statistics		
	B	Std. Error	Beta	t	Sig.	Tolerance	VIF
1 (Constant)	1,159	2,795		,414	,682		
Work Dicipline	,944	,062	,948	15,179	,000	,982	1,018
Work Stress	,011	,060	,011	,177	,861	,982	1,018

Source: Primary data processed, 2022

Based on the table above, it can be concluded that: In the variable Work Discipline has a Sig value. of $0.000 < 0.05$ with a calculated value of $> t_{tabel}$ ($15.179 > 1.703$). It can be concluded that H_a was accepted and H_o was rejected. That way the Work Discipline variable partially affects Employee Performance. In the variable Work Stress has a value of Sig. of $0.861 > 0.05$ with a calculated value of $> t_{tabel}$ ($0.177 < 1.703$). It can be concluded that H_a was rejected and H_o was accepted. That way the variable of Work Stress partially has no effect on Employee Performance.

The results showed that there was an influence of work discipline on employee performance, this proved the results of the t test which had a calculated value of 15.179 and a significance level of 0.000 smaller than 0.05 ($0.000 < 0.05$).

This shows that it partially has significance between work discipline and employee performance. It can be interpreted that the better the work discipline, the better the performance of administrative employees of the General Bureau of the Regional Secretariat of West Java Province. This is supported by Nasution (2022) that the study shows that work discipline affects employee performance.

The results showed that there was no influence between work stress and employee performance in the Administration of the General Bureau of the Regional Secretariat of West Java Province. This proves with the results of the t test with a calculated value of 0.177 with a significance value of 0.861 greater than 0.06 ($0.861 > 0.05$). This shows that it does not partially have a significant influence between work stress and employee performance. Thus, it can be interpreted that the higher the level of work stress, the performance of employees will decrease, and vice versa if the lower the level of work stress, the performance of employees will increase. This is supported by the research of Moh Rizal Arfani et al. (2018) that the study showed that the variable work stress has a positive but not significant effect on employee performance in PT. Sucofindo Bandung Branch.

The results of this study show that there is a simultaneous influence between work discipline and work stress on the performance of administrative employees of the General Bureau of the Regional Secretariat of West Java Province (Arfani & Luturlean, 2018). This indicates that the significance value is $0.000 < 0.05$ with a $f_{hitung} > f_{tabel}$ ($116.927 > 3.35$). Because the significance value is smaller than 0.05, this study proves that H_a is accepted and H_0 is rejected, that the variables of work discipline and work stress simultaneously affect the performance variables of administrative employees of the General Bureau of the Regional Secretariat of West Java Province. And the results of the coefficient of determination of R square in this study obtained an R square value of 0.896, meaning that the contribution of variables of work discipline and work stress affects employee performance by 89.6% while the remaining 10.4% is influenced by other factors which were not studied in the study. In other words, 89.6% of employee performance variables can be explained by work discipline and work stress.

Conclusion

From the results of the study "The Effect of Work Discipline and Work Stress on Employee Performance in the Administration of the General Bureau of the Regional Secretariat of West Java Province", it can be concluded that Work discipline has a positive and significant effect on Employee Performance in the Administration of the General Bureau of the Regional Secretariat of West Java Province. Work Stress has a positive but insignificant effect on Employee Performance in the Administration of the General Bureau of the Regional Secretariat of West Java Province. Work Discipline and Work Stress simultaneously have a positive and significant effect on Employee Performance in the Administration of the General Bureau of the Regional Secretariat of West Java Province.

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First publication right:

Syntax Literate: Jurnal Ilmiah Indonesia

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