

ABSTRAK

Hotel Novotel Yogyakarta merupakan salah satu hotel berbintang empat dibawah manajemen operator hotel bertaraf internasional yaitu AccorHotels. Dalam struktur organisasi Hotel Novotel Yogyakarta terdapat salah satu departemen yaitu *Talent and Culture Department* yang memiliki peran dalam pengelolaan gaji karyawan yang dalam hal ini dimaksud juga kepada *daily worker* atau yang dikenal dengan tenaga kerja harian lepas di Hotel Novotel Yogyakarta. Upah menjadi salah satu komponen yang penting bagi *daily worker*, upah yang adil diterima dan sesuai dengan tenggang waktu periode pembayaran merupakan gambaran sistem yang berpengaruh baik untuk manajemen sumber daya manusia di Hotel Novotel Yogyakarta. *Talent and Culture Department* dalam hal ini menjadi salah satu departemen yang bertanggung jawab dalam pembayaran upah *daily worker*. Oleh karena itu, tujuan penelitian ini dilakukan adalah untuk dapat mengetahui sistem pembayaran upah oleh *Talent and Culture Department* di Hotel Novotel Yogyakarta. Penelitian ini menggunakan pendekatan deskriptif kualitatif. Data Primer dikumpulkan dengan metode observasi partisipan, wawancara mendalam (*in dept-interview*). Data Sekunder dikumpulkan dengan metode dokumentasi dan studi literatur. Data dianalisis menggunakan *interactive model analysist*. Hasil dari penelitian ini adalah jenis *daily worker* di Hotel Novotel Yogyakarta terbagi menjadi dua yang mana dasar pembeda dari kedua adalah melalui keterikatan *daily worker* dengan manajemen hotel dan untuk upah *daily worker* tersebut besaran nominalnya satu sama lain sama dengan hal yang membedakan hanya beban setiap departemen yang mempengaruhi besaran nominal yang diterima, sistem pembayaran upah *daily worker* oleh *Talent and Culture Department* yaitu penarikan dokumen *daily worker payment attendance and requisition*, penarikan presensi *weekly daily worker* dari *Head of Department*, penarikan presensi *weekly daily worker* dari departemen *security*, penarikan presensi *daily worker finger print* (laporan *scan log*), rekapitulasi *daily worker payment*, validasi dan *approval* rekapitulasi *daily worker payment*, distribusi rekapitulasi *daily worker payment* ke *finance department*.

Kata kunci: Hotel Novotel Yogyakarta, Sistem pembayaran upah, *Daily Worker* , Peran, *Talent and Culture Department*.

ABSTRACT

Novotel Yogyakarta Hotel is one of the four star hotels under the management of an international standard hotel operator, AccorHotels. In the organizational structure of the Novotel Yogyakarta Hotel there is one department, namely Talent and Culture Department which has a role in managing employee salaries, which in this case is also referred to as a daily worker or known as a daily freelance worker at the Novotel Yogyakarta Hotel. Wages are one of the important components for daily workers, fair wages are received and in accordance with the grace of the payment period is an illustrate of the system that has a good effect on management at the Novotel Yogyakarta Hotel. Talent and Culture Department in this case became one of the departments that responsible for daily workers wages. Therefore, the purpose of this research is to be able to know the wages system of daily workers by the Talent and Culture Department at the Novotel Yogyakarta Hotel. This research use desciptive qualitative. Primary data is collected by the method of participant observation, in-depth interview. Secondary data was collected by documentation and literature study methods. Data were analyzed using interactive analyzer models. The results of this study are the types of daily workers at the Novotel Yogyakarta Hotel which are divided into two that are daily worker on call and contract, where the differentiating basis of the two is through the attachment of daily workers to hotel management and for nominal wages of daily worker one to another is difference between each department that affect the nominal amount received, the system of daily worker wages by the Talent and Culture Department, namely withdrawal of daily payment attendance and requisition workers documents, weekly daily worker attendance withdrawals from the Head of Department, weekly daily worker attendance withdrawals from the security department, withdrawal of daily worker finger attendance print (log scan report), daily worker payment recapitulation, validation and approval of daily worker payment recapitulation, distribution of daily worker payment recapitulation to the finance department.

Keywords: Novotel Yogyakarta Hotel, Wages System, Daily Worker, Roles, Talent and Culture Department.