

## ANALYSIS OF DOUBLE JOBS IN THE SECRETARIAT OF THE SIDOARJO REGENCY GENERAL ELECTION SUPERVISORY AGENCY

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### Abstract

Bawaslu is an institution tasked with supervising and ensuring that elections run in accordance with election criteria and rules. In this case, the Sidoarjo Regency Bawaslu Secretariat has a crucial role in supporting administration, operations and technical support in carrying out its duties and responsibilities in elections in the Sidoarjo Regency area. Thus, Bawaslu is required to have an effective and efficient structure because Bawaslu's structure can influence general elections. However, in reality there are still double jobs within the secretariat of the Sidoarjo Regency General Election Supervisory Agency. It is hoped that the findings from this research will provide clarity on the problem of double jobs within the Bawaslu Secretariat of Sidoarjo Regency. The research was conducted using qualitative methods and data collection techniques were carried out through observation and interviews. The results of this research show that double work is not a problem but rather a solution to the Bawaslu moratorium period to overcome the shortage of human resources by using effective and efficient work patterns.

**Keywords:** Bawaslu, double job, moratorium

### A. INTRODUCTION

Democracy in the Unitary State of the Republic of Indonesia has been rooted since the day of independence on August 17, 1945. The heroes of independence, such as Soekarno, Hatta, and Sjahrir, formulated various models of democracy that strengthened the embedding of democratic values in Indonesia. Indonesia adheres to Pancasila democracy, which is based on the principles of kinship and mutual cooperation, with a mechanism of popular sovereignty in the administration of government in accordance with the 1945 Constitution. Democracy in Indonesia is founded on the Preamble of the 1945 Constitution, paragraph four, which declares that the Unitary State of the Republic of Indonesia is a sovereign state of the people, with Pancasila as the foundation of the state (Erita & Kunci, 2022).

A country in which democracy is embedded is characterized by the presence of both governmental and non-governmental institutions that have the authority and function to supervise and regulate performance in the conduct of state affairs. As a democratic country, it

is required to establish supervisory institutions to oversee the democratic process itself, namely general elections (Ismail, 2023).

Indonesia is one of the largest democracies in the world, with six criteria for democratic elections: direct, general, free, confidential, honest, and fair, as stipulated in Article 22E, paragraph 1 of the 1945 Constitution (Purba, 2021). In this context, the country requires an election supervisory institution to ensure elections are conducted democratically according to those six criteria. Thus, the Election Supervisory Body (Bawaslu) was established under Law Number 22 of 2007 concerning Election Organizers. Bawaslu is an electoral supervisory institution that functions to ensure that no fraud occurs during elections and to guarantee the fulfillment of citizens' electoral rights (Alaydrus et al., 2023). Bawaslu is required to fully implement its functions in prevention and to take firm and effective actions in evaluating the fairness of elections (Ismail, 2023). Bawaslu has a significant influence on the outcome of elections. Therefore, it is demanded that Bawaslu possess an effective structure to support its performance in supervising the implementation of elections (Hackel et al., 2024). In this regard, the Secretariat of Bawaslu in Sidoarjo Regency plays a crucial role in supporting the administrative, operational, and technical aspects in carrying out its duties and responsibilities in elections within the Sidoarjo Regency area. The organizational structure of the Secretariat of Bawaslu Sidoarjo Regency is regulated under the Organizational Structure and Work Procedures (SOTK) in the Bawaslu Regulation Number 1 of 2021 concerning the Organization and Work Procedures of the Secretariat General of the Election Supervisory Body, the Secretariat of Provincial Election Supervisory Body, the Secretariat of Regency/Municipal Election Supervisory Body, and the Secretariat of Sub District Election Supervisory Committees, which supports and influences the implementation of election supervision duties. However, in reality, instances of double job roles are still found within the Secretariat of the Sidoarjo Regency Election Supervisory Body. This can affect work effectiveness and cause confusion and lack of clarity in the execution of tasks.

Pada penelitian terdahulu dalam (Rahmansyah, 2023) dengan judul “Analisis *Double Job* Disiplin Kerja Terhadap Output Produktivitas Karyawan PT Bumi Lingga Pertiwi” berfokus pada produktivitas karyawan PT Bumi Lingga Pertiwi dengan menggunakan analisis pada *double job* dan disiplin kerja karyawan PT Bumi Lingga Pertiwi. Penelitian ini menunjukkan bahwa adanya *double job* di PT Bumi Lingga Pertiwi menyebabkan karyawan stress pada pekerjaan tambahannya dan pada PT Bumi Lingga Pertiwi ditemukan karyawan yang tidak taat aturan perusahaan yang mempengaruhi produktivitas kerja. Untuk itu, penelitian ini akan melengkapi penelitian terdahulu tersebut menggunakan teori analisis Peter Drucker (Parera, 2021) yang terbagi menjadi 3 bagian, yaitu: 1) Analisis kegiatan, 2) Analisis keputusan, 3) Analisis hubungan, dengan fokus isu permasalahan yang sama yaitu adanya *double job*, namun pada lingkup sekretariat Bawaslu Kabupaten Sidoarjo, salah satu pegawai dengan inisial G dalam SOTK Bawaslu Kabupaten Sidoarjo bertugas dalam divisi humas namun juga merangkap pada divisi keuangan yang mana divisi satu dengan yang lain tidak berkaitan. Temuan dari penelitian ini diharapkan dapat memberikan kejelasan terhadap permasalahan adanya *double job* pada lingkup Sekretariat Bawaslu Kabupaten Sidoarjo.

## B. LITERATURE REVIEW

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### 1. Analysis Theory

According to Peter Drucker (as cited in Parera, 2021), analysis is divided into three parts:

- 1) Activity Analysis, which explains the tasks that must be carried out, what types of work are categorized as similar, and how these are distributed across activities in the implementation of an organizational structure.
- 2) Decision Analysis, which involves the design of an organizational structure related to the types of decisions that need to be made.
- 3) Relationship Analysis, which defines the design of an organizational structure in terms of vertical relationships (between superiors and subordinates) and horizontal relationships (between peers or parallel positions).

### 2. Double Job

Double job or dual work is a situation when one person does two tasks at once in the same organization or workplace (Rahmaditha, 2023). Simply put, double job or dual work is an active activity that is done more than one by one person (Habibi & Kirono, 2022). This condition risks causing employees to experience stress which can reduce work effectiveness (Rahmansyah, 2023).

### 3. Election Supervisory Body

The Election Supervisory Body is a government institution formed to supervise all stages of the election, receive and handle all complaints, violations, and fraud that occur based on the laws and regulations that have been set (Hidayat et al., 2023). Bawaslu has the responsibility and is required to hold democratic and dignified elections in accordance with the principles of the election (Mahendra, 2023). In addition to being a law enforcement officer for violations in the election, Bawaslu also acts as a supervisor and prevention (Prabowoadi & Afandi, 2020). In this context, prevention by Bawaslu is the point of electoral justice (Putri et al., 2024). This means that if there are individuals who carry out money politics practices without realizing it, it indicates that justice in the election has not been achieved (Abduka, 2022). Thus, Bawaslu has an important role in the election (Husna et al., 2021).

## C. RESEARCH METHODOLOGY

This study uses a qualitative approach which is used to answer the problems in this study by focusing the research on the issue of double jobs within the scope of the Sidoarjo Regency General Election Supervisory Agency secretariat. Qualitative research has the advantage that the data produced is empirical data or based on facts (Prayogi, 2021). The type of research used in this study is an analytical descriptive approach. According to Sugiyono, this analytical descriptive approach is carried out by collecting data from sources through direct interviews (Sugiyono, 2010). Thus, the conclusions drawn by the researcher are based on data and interviews. The writing of this analytical descriptive research is to present the results of the double job analysis within the scope of the Sidoarjo Regency General Election Supervisory Agency

## D. RESULTS AND DISCUSSIONS

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The Election Supervisory Body (Bawaslu) is a government organization that is tasked with supervising the implementation of general elections (Solihah et al., 2018). Thus, Bawaslu is required to have an effective and efficient structure because the Bawaslu structure can influence general elections (Yuhandra et al., 2023). The organizational structure of the Bawaslu secretariat is designed to ensure clarity in the division of tasks, authorities, and responsibilities of each (Aermadepa et al., 2024). The organizational structure of the Sidoarjo Regency Bawaslu Secretariat is regulated in the Organizational Structure and Work Procedures (SOTK) in the Election Supervisory Body Regulation Number 1 of 2021 concerning the Organization and Work Procedures of the General Secretariat of the Election Supervisory Body, the Secretariat of the Provincial Election Supervisory Body, the Secretariat of the Regency/City Election Supervisory Body, and the Secretariat of the District Election Supervisory Committee which can support and influence the implementation of supervisory duties in the regional elections to have a significant influence on the results of the 2024 regional elections. The details are:

Date of Promulgation: April 8, 2021

Promulgation Number: 411

Legal Basis: Law Number 7 of 2017 concerning General Elections, Presidential Regulation Number 68 of 2018 concerning the Position, Duties, Functions, Authorities, Organization, and Work Procedures of the Election Supervisory Body.

Regulation of the Election Supervisory Body Number 1 of 2021 revokes or shifts Regulation of the Election Supervisory Body Number 7 of 2019 which also regulates similar matters. The main focus of this regulation is to establish a more effective and efficient organizational structure in carrying out the duties and responsibilities of the Election Supervisory Body's supervision. This Organizational Structure and Work Procedure (STOK) functions to provide certainty to each individual regarding clear duties and responsibilities in order to ensure effective and efficient operations. The existence of this STOK is to avoid duplicate work or regarding who is responsible for one task with another (Husna et al., 2021). However, in reality, there was a duplicate position found within the scope of the Secretariat of the Election Supervisory Body of Sidoarjo Regency, where one employee with the initials G in the SOTK Bawaslu Sidoarjo Regency is assigned to the public relations division but also serves concurrently in the finance division, where the divisions are not related to each other. Based on the data from the author's interview with the Head of the Secretariat of the General Election Supervisory Body, it was found that the division of organizational structures within the scope of the Secretariat of the General Election Supervisory Body of Sidoarjo Regency has a structural and functional division. Structurally, it is regulated and stipulated in the Law, while functionally it means that the person concerned carries out based on his function. In the problem of double jobs or dual work, the employee with the initials G in the SOTK Bawaslu of Sidoarjo Regency is assigned to the public relations division but also concurrently in the finance division where one division is not related to the other, structurally the employee is assigned to the public relations division but as a secretariat, his main task and function is to prepare financial documents and not only occurs in one administrative sub-section. Structurally, finance is regulated by the finance sub-section, but in terms of secretariat function, each employee within the scope of the secretariat of the General Election

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Supervisory Body of Sidoarjo Regency has an obligation to be accountable for every finance or state money that comes out, which is simply preparing accountability documents. In this case, someone is needed who can coordinate each accountability sheet (LPJ) from each employee. For example, when an employee is on a business trip, he/she is required to prepare an accountability report document as a form of accountability to the state. This becomes a functional burden for each employee, because when on an Outer Service, they are required to complete a financial accountability report to the state. However, it becomes ineffective when having to collect the LPJ from each employee who is on an outer service. To make it effective, one employee of the Sidoarjo Regency Election Supervisory Agency secretariat was assigned to coordinate the completion of the financial accountability in each sub-section. Thus, answering the case in question as if the division of double jobs given is like a different thing or something unrelated, but in reality that is indeed its basic function.

Double job or dual work is caused by a lack of human resources which in terms of quantity is influenced by government policies regarding employee recruitment (Prameswari, 2024). The General Election Supervisory Agency has experienced a moratorium period or has been prohibited from recruiting employees since 2019 (Farida, 2014). So, for almost 5 years the General Election Supervisory Agency of Sidoarjo Regency has not experienced human resource growth, even vice versa. However, this limitation of human resources does not mean that it is a weakness or deficiency in an organization. In the scope of the secretariat of the General Election Supervisory Agency of Sidoarjo Regency, the limitation of human resources can be overcome by using effective and efficient work patterns through technology that has developed rapidly. The problem of double jobs or dual work is something that needs to be faced in the current recession. "If we continue to focus on the number of employees, I think no matter how many employees, how many additional employees, as long as we don't build a good work ecosystem, good communication patterns between employees, it will be useless and vice versa" (06/01/2025). This shows that recruiting new employees is not the only solution or way out. Double job or dual work is not a problem but a way to overcome the lack of human resources by using effective and efficient work patterns through technology that has developed rapidly. This is also supported by encouragement or encouragement from superiors in the form of suggestions to lighten the workload.

This can be said to be effective, as evidenced by the achievements of the Sidoarjo Regency General Election Supervisory Agency which won first place for the best Work Unit for districts/cities in region III for non-e-tendering and non-e-purchasing records in the 2024 budget year which is covered on the official website of the Sidoarjo Regency General Election Supervisory Agency. Furthermore, to analyze double jobs within the scope of the General Election Supervisory Body Secretariat, the analysis theory according to Peter Drucker in (Parera, 2021) is used, namely that analysis is divided into 3 parts, namely:

- 1) Activity analysis that describes the work that must be carried out, what kind of work is categorized as the same that is charged in each activity in the implementation of the organizational structure. In this case, it is shown to the employee with the initials G to double the job in finance for his basic function even though in the SOTK he is in the public relations division.

- 2) Decision analysis that contains the design of an organizational structure related to the decisions that must be taken. In the double job within the scope of the General Election Supervisory Body Secretariat, the Head of the Secretariat is authorized to make decisions on the division of tasks for employees with the initials G who are given additional tasks in the financial sector while in the SOTK they are responsible and tasked in the public relations division based on the background of the employee where only the employee has an Employee Identification Number (NIP) which is considered more capable of being responsible for finances considering that finances are required to be charged by permanent employees or employees who have a NIP.
- 3) Relationship analysis that defines the design of an organizational structure that is formulated as a vertical relationship (between superiors and subordinates) with a horizontal relationship (between lateral or parallel relationships). In this case, the vertical relationship (between superiors and subordinates) is shown when the Head of the Secretariat as superior gives additional tasks to the employee with the initials G in the financial sector as a subordinate, while the horizontal relationship (between lateral or parallel relationships) is shown when the employee with the initials G carries out additional tasks in coordinating the LPJ of the Sidoarjo Regency General Election Supervisory Agency employees who are on official trips outside the office.

## E. CONCLUSION

The analysis of double jobs within the scope of the Sidoarjo Regency General Election Supervisory Agency Secretariat found that double jobs occurred due to a lack of human resources. This is because Bawaslu has experienced a moratorium period or is prohibited from recruiting new employees. Thus, double jobs are not a problem or issue but rather a way to overcome the lack of human resources by using effective and efficient work patterns through technology that has developed rapidly so that the Sidoarjo Regency General Election Supervisory Agency secretariat continues to run. This can be said to be effective, as evidenced by the achievements of the Sidoarjo Regency General Election Supervisory Agency which won first place in the best Work Unit for districts/cities in region III for non-e-tendering and non-e-purchasing records for the 2024 budget year which was covered on the official website of the Sidoarjo Regency General Election Supervisory Agency. Based on the data and findings in this study, for further research, it is hoped that it will be described using the perspective of the employees who experience double jobs themselves. Thus, a comparison can be made from the perspective of superiors and subordinates regarding double jobs or dual positions.

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