

ABSTRAK

PT Sarana Pembangunan Palembang Jaya merupakan Badan Usaha Milik Daerah (BUMD) yang masih melakukan sebagian besar proses administrasi kepegawaian secara konvensional menggunakan Microsoft Excel dan dokumen fisik, sehingga menimbulkan kendala seperti lambatnya pengolahan data, kurangnya transparansi informasi, serta tingginya potensi kesalahan pencatatan. Penelitian ini bertujuan untuk merancang dan membangun Aplikasi *Employee Self Service* (ESS) berbasis website guna mendukung pengelolaan administrasi kepegawaian secara lebih efektif dan terintegrasi, dengan fitur utama berupa pengelolaan data karyawan, absensi berbasis lokasi GPS dan foto, pengajuan serta persetujuan cuti berjenjang sesuai jabatan pengaju, koreksi absensi, audit log, dan laporan eksekutif. Sistem dikembangkan menggunakan metode *Waterfall* yang meliputi tahap analisis kebutuhan, perancangan, implementasi, pengujian, penerapan, dan pemeliharaan, dengan teknologi *framework* Laravel, basis data MySQL, serta bahasa pemrograman PHP, HTML, CSS, dan JavaScript. Pengujian sistem dilakukan menggunakan metode *Black Box Testing* terhadap seluruh fitur berdasarkan lima hak akses pengguna, yaitu Admin, Karyawan, Manager, HRD, dan Direktur. Hasil pengujian menunjukkan bahwa seluruh skenario uji, termasuk validasi lokasi absensi berbasis radius kantor, berjalan sesuai kebutuhan yang telah ditentukan. Aplikasi ini diharapkan dapat membantu PT Sarana Pembangunan Palembang Jaya dalam meningkatkan efisiensi, transparansi, dan akurasi pengelolaan administrasi kepegawaian.

Kata Kunci : Employee Self Service, administrasi kepegawaian, absensi berbasis lokasi, Waterfall, Black Box Testing, Laravel

ABSTRACT

PT Sarana Pembangunan Palembang Jaya, a regional government-owned enterprise (BUMD), still performs most of its employee administration processes conventionally using Microsoft Excel and physical documents, resulting in slow data processing, limited information transparency, and a high risk of recording errors. This study aims to design and build a website-based Employee Self Service (ESS) application to support more effective and integrated personnel administration, featuring employee data management, GPS- and photo-based attendance, tiered leave request and approval based on the applicant's position, attendance correction, audit logging, and executive reporting. The system was developed using the Waterfall method, covering requirements analysis, design, implementation, testing, deployment, and maintenance, built with the Laravel framework, a MySQL database, and PHP, HTML, CSS, and JavaScript. System testing was carried out using the Black Box Testing method across all features based on five user access levels: Admin, Employee, Manager, HRD, and Director. Test results show that all test scenarios, including office-radius-based location validation for attendance, performed as required. The application is expected to help PT Sarana Pembangunan Palembang Jaya improve the efficiency, transparency, and accuracy of its personnel administration

Keywords : Employee Self Service, personnel administration, location-based attendance, Waterfall, Black Box Testing, Laravel