

EMPLOYABILITY SKILLS MAPPING AMONG STUDENTS OF ALTERNATIVE EDUCATION CERTIFICATION PROGRAM (*PAKET C*) AT MOBIL KELAS BERJALAN (MKB)

Irma Himmatul Aliyyah and Amy Mardhatillah
Universitas Mercu buana Jakarta, Indonesia.

ABSTRACT

Aim of this community development program is to describe the employability skills among the students of alternative education certification program that called as *Paket C*, which organized by MKB. All of the students are working to support their life, and continue their education while working. Most of them working as the low payment job families such as scavengers, housemaid ect. The method used in this program including the assessment of employability skills, as well as personal feedback on how to improve their employability skills. 22 participants were participated in this program. Employability Skills are measured using Scans Skills Assessment (Roberts, Lynn, & et al, 2000). Result indicated that, the basic competencies for working students are at level three in which they can, but still need guidance and supervision. However, most of them are in the category of still need to study. In general, almost all of the competencies have not been mastered by students, so that several program can be organized to improved their employability skill.

Keyword: Employability, Skill, Job

1. INTRODUCTION

Number of unemployed high school and vocational high school students is around 4.7 million. This high number, due to low skills especially on the basic skills of graduates. So that the companies are not willing to employ them. Basic skills in work are called as the employability skills. Employability Skills must be owned by an individual to be employed. Buck and Barrick (1987) explain Employability Skills are non-technical abilities that required by the company. These Employability Skills include: reading, counting (basic arithmetic), and other abilities such as problem solving, decision making, broad thinking, trustworthy, good behavior, being able to work together and being effective. Employability skills are defined by Robin (2000) as the basic skills that are need by employees in order to perform their jobs. Robin (2002) divides these skills into three categories: Basic academic skills, High order Thinking skills, and personal skills (as cited in. Nayan ,2010).

Recently, most of employers tend to consider that soft skills are more important than hard skills (Archer and Davison, 2008). They too list the most common 10 skills that Human Resources Department look for when recruiting new employees. Those skills include soft skills and personality skills. Communication skill are the top ten from the lists. Having good communicating skill is very necessary for the employees. Thus, they can get along well with others. In addition, they can express themselves well in meeting or presenting their thought or idea interacting with clients.

However, not all students realized about the important of this employability skills. Students also does not know about their ability and skills to perform work. To improved their employability skills, students should be able to evaluate their ability, so they know what abilities need to be improved. By knowing the level of work skills possessed, then students will strive to practice work skills when studying in class, in the organization, and the home environment. Thus, psychological measurement tools that have high validity values are needed to measure the employability skills of students.

In the context of student of *Paket C* program, most of the students are working at the low payment job. The reason for them to join the alternative education certification (*Paket C*) is to change their life and get a better opportunity to have a well-paid job. However, to get well-paid job, the technical knowledge is one thing, but the others important factor is the soft skill including the employability skills. Most of them, never know what is the employability skills? what is their level of employability skill? And how they can improve their employability skills.

Based on this analysis of the situation, the present community development program aims to conduct the employability skill mapping program. This program designed to asses the employability skill of the students *Paket C* as well as to provide feedback on how they can enhance their employability skills. To solved their lack of knowledge about the employability skill, the community development program of psychology faculty of Mercu Buana, organized the program to asses employability skill and provide the personal feedback session with the students, so that they can improved their skills. This program can be benefit to fulfill the requirement set by employers as we they can perform well at work place and can get higher place with good income.

2. OBJECTIVES

The objectives of the present community development program are:

1. Assessing employability skills among *Paket C* students in MKB
2. Giving personal feedback on the level of employability skills of *Paket C* students in MKB
3. Providing coaching to enhance employability skills among *Paket C* students in MKB

3. THEORETICAL FRAMEWORK OF EMPLOYABILITY SKILLS

Employability Skills are the basic abilities needed for a person to get a job and enable him to do his job well (Robinson, 2000). The scale used in this study consisted of 24 items based on research from (Roberts, Lynn, & et al, 2000) in Skills and Tasks for Jobs a Secretary of the Commission on Achieving Necessary Reports (SCANS).

SCANS consist of 4 dimensions: Basic Ability (Speaking, Listening, Reading, Writing, and Mathematics), Thinking Ability (Linking Information / data / ideas, Making Decisions, and Problem Solving), Personal Quality (Appearance and Attendance, Self-Management, Attitude towards Direction and Criticism, and Integrity, Honesty, and Confidentiality), and Competence (Managing Time, Managing Money, Interaction with fellow colleagues, Interaction with Customers / Users of Work Services, Interaction with diverse people, Gathering and Managing Information, Interpreting and communicating information, Understanding of the structure and the dynamics of the workplace organization. Recognizing the importance of issues on health and safety of workers ja, an understanding of work rules and labor regulations, the ability to use procedures and choose the right work media, and use technology that is relevant to the tasks being carried out).

With regard to the categorization of the employability level. There are four level of employability skills including the expert, competence, competence with supervision, need to learn more.

Tables 1 of employability skills level

Level	Categorization
1	Expert
2	Competence
3	Competence with supervision
4	Not yet competence, need to learn more

While the categorization based on the total scores are:

Table 2: total scores categorization:

Scores	Categorization
79 – 96	Expert
61 – 78	Competence
43 – 60	Competence with supervision

4. METHOD

Twenty-two students of *Paket C* MKB, participated in the present study. All of them, are required to fill up the questionnaires about the employability skills. After conducting the assessment, counselor and psychologist team from Universitas Mercu Buana, provide personal feedback to them and elaborate on the priorities for improvement needed to enhance their employability skills.

Several coaching activities were conducted in MKB. These activities include:

1. individual assessment on Character strength
2. Pre test
3. Personal feedback
4. Action plan
5. Monitoring and behavior modification progress
6. Post test

Participants who participated in this program are the Students of *Paket C* in MKB. All of them can join the assessment as well as get personal feedback on their level of employability skills. This activity was evaluated based on the results of the Pre-Test and Post-Test. Several methods that used in collecting the data are: questionnaire and literature Study.

5. RESULT AND DISCUSSION

This Community development Program was held On Saturday, which was attended by 22 students of the Mobile Classroom, which was Package C from Kazeto Foundation. The activity took place from 1:00 p.m. to 5:30 p.m. Participants are students between the ages of 14-20 years, whose daily work includes trash scavengers, housemaids, baby sitters, sellers, or motorcycle taxi drivers. Each of participants were ask to fill out questionnaires. This is aim to find out the competency level of students to perform work. After that, students received feedback on the big picture of their respective employability skills as well as work competencies levels.

In general, participants found it very helpful to provide this valuable information. they stated that they never gotten information about their respective work competencies. This becomes important, so that it can be used as a reference to improve their basic abilities at work.

Before filling the questionnaires, an employability skill measurement tool was prepared. And after the event took place, a more detailed analysis was made, as well as suggestions for the development of each based on the mapping.

Table 3: Result of before and after the program:

NO	Before	After
1	Schools do not have a reference and do not have measuring instruments to measure the employability skills among students	Schools do have a reference and do have measuring instruments to measure the employability skills among students
2	Do not know how to measure ability, especially the ability to work	Students know how to evaluate themselves from time to time.
3	Know what priorities should be done according to the weakest work competence	Don't know what abilities are weakest that need to be improved.

4	School become aware of the quality of their students.	Schools do not have a picture of the quality output of their students
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Table four indicated that, out of twenty-two participants, twelve participants are in the category of not yet competence and still need to learn, nine of the participants shows ability but still need supervision in doing their job. Only one of the participants belong to category of competence but still need the supervision. The explanation for this, is that, students in **Paket C**, are usually working. However, most of them are working with the low payment job. This kind of working experience does not really create a good chance for them to improve the employability skills. Furthermore lack of training and capacities development program for the Paket C students also limited. Therefore by organizing this program, they have a chance to now their employability skills and design the program to enhance their employability skills at the personal level as well as at the community level

Table 4: Employability skills level

No	Name	Competency level
1	ALDI	Not yet competence, need to learn more
2	FAUZI	Competence with supervision
3	M.RIZKI	Competence with supervision
4	IHSAH.R	Competence with supervision
5	YOGL.P	Not yet competence, need to learn more
6	EKO.P	Not yet competence, need to learn more
7	ALTER.A.R	Competence with supervision
8	RENDI.S	Competence with supervision
9	SUGIT.P	Not yet competence, need to learn more
10	AHMAD.R	Not yet competence, need to learn more
11	AZIZ.R	Not yet competence, need to learn more
12	LIP.S	Competence
13	ARI.A.S	Not yet competence, need to learn more
14	DINA.A	Not yet competence, need to learn more
15	ANISAH.R	Not yet competence, need to learn more
16	RASMA.L	Competence with supervision
17	ZHAKIRA	Not yet competence, need to learn more
18	VANNI	Not yet competence, need to learn more
19	SYIFA.A.M	Competence with supervision
20	A'TIYYATUL	Not yet competence, need to learn more
21	WAHYU.S	Competence with supervision
22	FEBRI.R	Competence with supervision

The above results indicated that, in the average MKB students have work competencies but still need to learn and need guidance from experts. The result shows that these students will need to try harder to compete with other people to get a better job.

With regard to the basic skills including speaking, listening, writing, reading, math, most of the student is still in the category of not competence and still need to learn. Similar finding for others dimension of employability skills measure. Therefore, they still need more activities that can enhance their employability skills. Several activities can be done including, providing the motivational sessions, develop a competency-based learning curriculum, improving learning methods that lead to work competencies, such as calculating everyday logic problems, literacy, writing. Involve them in formal organizations between their daily activities.

6. CONCLUSION

In conclusion, the level of employability skills among *paket C* students are moderately low. The community development program, was help the students to know about their employability skills. In addition, the personal feedback session also give insight to the students in enhancing their employability skills.

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