



HUMAN RESOURCE MANAGEMENT CONCEPT

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Abstract:

Human Resource Management (HRM) plays a pivotal role in ensuring the sustainability and success of a company. As a discipline dedicated to managing human resources—recognized as the most valuable asset—HRM aims to achieve organizational goals and optimize performance. The irreplaceable role of humans in production, innovation, and achieving organizational objectives underscores the critical importance of HRM. Even with advanced technology and superior resources, organizational goals are difficult to achieve without active human involvement. HRM encompasses key aspects, including recruitment, selection, development, and performance management. Human resources contribute significantly through their talents, motivation, creativity, and innovation, all of which support organizational sustainability. The primary focus of HRM is to ensure the optimal and efficient utilization of human resources by creating a conducive work environment, providing continuous training and development opportunities, and maintaining harmonious work relationships. The strategic importance of HRM is further demonstrated by its capacity to address complex organizational challenges, such as formulating effective recruitment strategies, implementing training programs, and improving workforce quality. The HR department plays a critical role in designing policies and strategies to ensure a competent workforce that aligns with organizational needs. Consequently, HRM serves as an integral component of the overall management system within an organization. This study employs a literature review methodology, drawing on a wide range of sources, including books, national and international journal articles, and other supporting references. The objective is to provide a comprehensive understanding of the critical role HRM plays in supporting companies to achieve their objectives. HRM not only functions as an administrative manager but also as a key driver, prepared, willing, and capable of making significant contributions to organizational success.

Keywords: *Human Resources, Human Resource Management, Employee Development*

INTRODUCTION

Human resource management (HRM) in education is a strategic approach in managing the workforce that plays a role in the learning and development process of students. In general, human resource management in education includes various activities such as: Planning, organizing, directing, coordinating, and supervising

lecturers, education personnel, and other elements that support the operations of educational institutions. The main goal is to maximize the potential involved to ensure success and progress in education.

Every organization really needs human resources because they are the most valuable assets an organization has. Human resources include workers, employees, workers, or individuals who do a certain job (Ulfatin & Triwiyanto, 2016; Akilah & Rahman, 2020). Most importantly, human resources play an important role in supporting the organization through talent, work, motivation, creativity, and innovation. Even if an organization has perfect technology and other resources, without the role of humans, it will be difficult to achieve the goals that have been set (Hasibuan, 2017). Therefore, human resource management is very important to deal with various complex problems faced by organizations.

The quality of human resources has a significant impact on organizational performance and productivity. Therefore, it is important for companies to focus not only on recruitment and selection, but also on employee development, performance management, and talent retention. Research shows that organizations with good HRM practices can increase employee satisfaction, which ultimately contributes to overall organizational loyalty and performance.

In essence, an organization is a group of individuals who work together to achieve certain goals. Organizations involve division of labor, cooperation systems, and social relationships between individuals. In achieving goals, organizations utilize various types of resources, including people, equipment, machines, finances, and information. These resources interact and work together to ensure that organizational goals are achieved effectively and efficiently.

In the context of educational forums, human resources play a crucial role in every activity. In order to carry out its role optimally in line with the mission & function of the organization, human resources must be managed well. Human resource management is a key element in all educational processes. Optimal human resource management enables the achievement of individual and organizational needs & goals as a whole. In addition, good human resource management practices are needed to be able to overcome various challenges, including increasing the competitiveness of the Indonesian nation on the global stage.

RESEARCH METHODS

This research was conducted using a literature review approach, where literature sources related to the topic of discussion were analyzed in detail. This analysis process aims to provide meaningful conclusions and insights into the research. The literature used includes books, national and international journal articles, and other supporting sources.

RESULTS AND DISCUSSION

Human Resource Management

Human Resource Management is someone who is ready, willing, and able to contribute to the company's efforts to achieve its goals. Basically, an organization is a form of cooperation between two or more people with the aim of achieving a certain goal. An organization consists of a group of individuals, a process of dividing tasks between individuals, and a cooperative or social system that exists among its members. Whether it is a business organization, society, or government, all have goals that can be achieved by completing certain tasks using the resources they have. Among these resources, human resources are the most important element for the success of an organization.

Human resource management (HRM) is the process of managing and developing employees that includes planning, implementing, recruiting, training, career development, and efforts to support the development of a company's organization. HRM is a general management department such as financial management, marketing, and operations. Human resource management is a very important aspect for a company. Because, the challenges that exist are not only related to raw materials, capital, labor

resources, and production processes, but also the human aspect as managers of production factors and the final goal of production. The activity itself

Human resource management can be defined as the process and efforts undertaken by a company to develop, motivate, and evaluate all employees needed to achieve its goals. This definition includes activities ranging from selecting the right person who is qualified to fill a particular position in an organization, to the principle of the right person in the right job, to ensuring that those qualifications are continuously maintained, improved, and developed. Therefore, human resource management is a continuous process. Since personnel management considerations are very important in the educational environment, they occupy a special place in educational organizations.

Thus, in general, the main task of the human resources department is to formulate strategies for recruiting, training, and improving the quality of human resources that the company is looking for. This feature includes various policies related to employment, including: Recruitment standards, career development, sending employees to take further training or education, and providing incentives and bonuses to employees. All of these are the core roles of HR in supporting the company's needs.

Human resource management is an important component in the overall education process. Therefore, the application of HR management functions needs to be carried out optimally so that needs related to individual, organizational, and forum goals can be met.

In addition, effective human resource management is needed to be able to overcome many challenges, including the issue of competitiveness faced by the Indonesian nation.

Human resources have a crucial role in determining the success of a company or organization. The primary goal of HR management is to increase the productive contribution of employees through a strategic, ethical, and socially responsible approach. This effort includes increasing support for HR to strengthen the effectiveness of the organization in achieving its targets. The primary focus of HR management is to manage the activities and interactions between employees so that they can show their best performance. Thus, employees can develop their competence and technical abilities to realize the planned goals.

The role of human resource management is very important in creating a productive, effective and efficient workforce. The key to human resource management is finding, attracting and retaining talented employees. How do you identify the best people for the job in your business organization? How can you retain and develop these employees? Mechanically, this entire process is called human resource management. In this process, securing qualified personnel must be completed first, including workforce planning, recruitment and selection. Next is human resource development which includes employee orientation, training and development. Finally, human resource management which includes employee management and replacement, performance evaluation and compensation.

Human resource management can be defined as a process and effort to develop, motivate, and evaluate all human resources expected by the company to achieve its goals. This definition includes activities starting from the selection of individuals who have the qualifications and are suitable for exclusive positions based on the principle of "the right man on the right place" in line with the needs of the organization, to how these qualifications can be maintained, improved, and continuously developed over time. Therefore, human resource management is an ongoing process. In line with the education process, attention to human resources is also very crucial in educational organizations.

The human resource management process includes various activities ranging from human resource planning, recruitment, employment contract settlement, and recruitment to employee coaching and employee development. The purpose of this process is to place workers in appropriate positions and qualifications and ensure that they work in accordance with the requirements set by the organization. HRM (Human Resource Management) is a field of management that deals with human relationships

and roles, especially in corporate organizations. Human resource management includes efforts to develop, utilize, and protect human resources both those who work and those who work alone.

Human resource management covers various aspects such as recruitment, training, development, performance appraisal, compensation, and maintaining harmonious working relationships. The main focus is to optimize employee potential in line with the company's vision and mission, as well as creating a work environment that supports employee growth and well-being. Although the organizational structure in human resource management is independent, human resource development is interconnected and creates a mutually supportive system.

- a. The goal of human resource management is to improve employee efficiency and encourage employee development and overall organizational growth..
- b. The responsibility for human resource development usually lies with the human resources department or personnel personnel, especially the human resources manager. HRD responsibilities now include all managers at various levels of the organization.
- c. While human resource management motivates employees through financial incentives and rewards, human resource development focuses on motivating employees by meeting higher level needs such as: Improving your skills and potential.

The main objective of human resource management (HRM) is to optimize the potential and contribution of employees to achieve organizational goals effectively and efficiently. Human resource management includes various practices and activities to manage employee-related aspects in an organization. The main objectives of human resource management are :

- a. Recruitment & Selection :

Ensuring the organization has qualified employees who are in sync with job needs through a structured recruitment process and careful selection. Human resource managers must match applicant skills with organizational needs. The company uses both internal and external resources to recruit competent candidates. Internal recruitment policies emphasize priority on internal employees, so that when there is a vacant position, the company first considers internal resources.

- b. Employee Development:

Provide training, learning, & development to employees to enhance the skills & knowledge expected to be able to carry out tasks effectively.

- c. Employee Motivation and Retention:

Creating a supportive work environment & motivating employees to stay motivated & engaged, and implementing tactics to retain employees to stay in the organization. This is in accordance with and stated in QS Al-Qasas verse 26 :

قَالَتْ إِحْدَاهُمَا يَا أَبَتِ اسْتَأْجِرْهُ إِنَّ خَيْرَ مَنِ اسْتَأْجَرْتَ الْقَوِيُّ ن

Meaning: "One of the two women said: 'O my father, hire him. Verily the best man you can hire is the strong and trustworthy one.'"

This verse contains the principle:

1. Selecting employees from powerful competencies
2. The importance of integrity & honesty
3. A perfect recruitment system

Verse 26 of Surah Al-Qasas lays down the conceptual foundation for human

resource management, emphasizing the importance of quality, competence, and integrity in the employee selection and placement process.

Scope of Human Resources Management

Human resource management is part of management. Therefore, the idea of management is the basis of its discussion. The main purpose of human resource management is to organize the work of people in a way that allows the discussion to achieve optimal goals. Planning, organizing, managing, administering, procuring, developing, recruiting, receiving, retaining, rehabilitating, and terminating employees are part of this arrangement. This arrangement is used to support the goals of the organization, industry, its staff, or society. This is in accordance with and stated in QS Al-Qasas verse 26:

يَا أَيُّهَا الَّذِينَ آمَنُوا إِن تَنصُرُوا اللَّهَ يَنصُرْكُمْ وَيُثَبِّتْ

Meaning: "O you who believe, if you help (religion) Allah, surely He will help you and confirm your position."

Principles:

1. Skills Development
2. Motivation and Empowerment

Muhammad's letter provides comprehensive insights into human resource management, emphasizing continuous development and intrinsic motivation.

The scope of human resource management covers all activities from employee planning and recruitment to retirement. All departments and activities in an organization depend on human resources. Therefore, the scope of human resource management is very broad. However, it can be divided into several main aspects such as:

a. Personnel Aspects

Human resource management is a part of management that focuses on the management of human resources in an organization and is a division of the management system. This includes workforce planning, recruitment, selection, placement, promotion, training, and development. In addition, human resource management also includes decisions regarding aspects such as termination of employment, compensation, incentives, and productivity..

According to Edwin B. Flippo, human resource management involves the creation, development, compensation, integration, retention, and termination of the use of human resources to achieve individual, organizational, and societal goals.

b. Welfare Aspects

The benefit aspect of human resource management refers to the organization's efforts to improve the quality of life and job satisfaction of its employees. This includes a variety of factors, from the physical and mental condition of employees to the fulfillment of their social and psychological needs. In other words, employee welfare is at the heart of effective human resource management. This aspect concerns work facilities and working conditions, such as canteens, daycare centers, rest rooms and canteens, housing, transportation, health, education, health and working conditions, such as canteens, daycare centers, rest rooms and canteens, housing, transportation, health, education, health and safety, and recreational facilities.

c. Industrial Relations Aspects

The industrial interaction aspect of human resource management refers to the interactions, interactions, and dynamics that occur between workers, employers, and the government in the global context of work. This includes everything related to workers' rights and obligations, working conditions, work agreement negotiations, dispute resolution, and the role of workers' associations in the organization. This aspect involves interactions between workers' associations and management, joint consultation, collective negotiation, grievance and discipline mechanisms, and conflict resolution.

Human Resources Function

Human resources are very important for the operation of every organization or company. To achieve the company's vision, mission, and goals, management must implement good human resource management. Human Resource Management (HRD) is one of the departments in the company that is responsible for development through a management system. HRD is very important for maintaining the relationship between the company and its employees, implementing company values and culture, managing administration, conducting recruitment, selection, transfer, management, training, coaching, and appointment.

The Human Resources Department is essentially in an organization to help managers and employees implement the organization's strategy. The HR department assists implementing managers through three forms of assistance: specific services, advice, and coordination.

Since human resource management (HRM) is a joint task between managers, HR professionals, and employees working together, the success of an organization depends largely on the management of its human resources. HRM strategies include the application of management functions such as planning, organizing, leading, and controlling in various human resource operational activities, such as recruitment, selection, training, development, and placement. To achieve organizational goals efficiently and effectively is the goal of this strategy. Human resource management (HRM) is the art and science of managing relationships between people in a company.

Human resource management plays a role in managing employees to create a comfortable working environment and increase job satisfaction. The role of human resource management is very crucial for the sustainability and development of an organization or company. To achieve the vision, mission, goals, and objectives, human resource management carries out its functions to ensure that the company remains competitive amidst competition.

All management functions are tailored to needs, whether in simple or complex forms, and may involve only a few specific functions. The management process includes interactions and relationships between the various functions applied. One must always rely on cooperation with others and follow systematic process stages when carrying out management tasks.

In relation to the management functions mentioned by Hasibuan, here is a brief explanation of the management functions.:

1. Planning: Arranging the workforce effectively and efficiently to meet the needs of the company.
2. Organizing: Designing relationships and divisions
3. Directing: Directing all staff to work together
4. Controlling—also known as supervision—is the responsibility of
5. Procurement of Manpower: The process of recruitment, selection, placement
6. Development: Efforts to improve
8. Integration—also known as integration
9. Maintenance: Efforts to maintain or improve
10. Discipline: awareness and desire to obey regulations and

Human Resource Planning

Basically all business activities start with a plan. Therefore, human resource planning is very important for business operations. Human resource planning provides a framework for integrating decisions made throughout the organization. Human resource planning is a type of strategic planning that is aligned with financial, marketing, and production planning. Leslie W. Lou and Lloyd L. Byers, in *Management Skills and Applications*, state that workforce planning is the process of acquiring the right amount of skills for the right position at the right time.

Human resources is a strategic plan that aims to maintain the human resources needed by an organization to achieve its goals. Human resources planning plays a direct role in supporting organizational strategy and includes analysis and forecasting of supply

and demand.

Meaning The process of analyzing and determining the need and availability of human resources to achieve the goals of an organization is known as human resource planning. Matthias and Jackson 2004

Managers in any organization understand the activities carried out on a daily basis, but human resource planning is still needed. Human resource planning is essential to ensure that your organization has the right human resources (HR) to fill the right positions and roles at the right time. The focus of human resource planning is on management activities to ensure the availability of competent employees to achieve organizational goals.

Human resource planning is a systematic process of anticipating future human resource needs and availability. This plan plays a vital role in developing an organization's strategy. Human resource management functions such as recruitment, selection, and training must be implemented consistently to ensure that the organization has the right talent and skills to meet its needs.

Other supporting functions, such as performance appraisal systems and compensation management, also contribute to the success of an organization's strategic plan. Although business managers know what they are doing every day, human resource planning is still very important. It is essential to plan human resources in an organization. This shows that the main purpose of human resource management planning is to ensure that the company has the right employees for the right positions, titles, and jobs to achieve the goals and objectives that have been set.

Human resource planning is a systematic process used to forecast future human resource demand and availability. Human resource planning plays an important role in supporting the organization's strategic planning. The implementation of human resource management functions must be carried out consistently. For example, the function and role of human resource management in achieving the organization's mission.

Employee Coaching and Development

Organizations always expect every employee to carry out their duties wholeheartedly, make the best contribution to the interests of the organization, and gradually improve their performance. On the other hand, employees as individuals also need development and self-improvement, including in fulfilling their duties. Therefore, an important part of human resource management is employee coaching and development, which is very important to maintain, improve, and enhance employee performance. According to Hasibuan (2017), this effort not only focuses on improving abilities but also managing employee careers.

Due to the increasingly tight job demands and competition among similar organizations and institutions, employee development is considered increasingly important. To improve the competitiveness of the company, every employee is required to work effectively, efficiently, with good quality, and in sufficient quantity. Every organization or institution must conduct employee coaching and development (education and training) for both non-career and career purposes. Therefore, this development is carried out for new or old employees through training and education.

Because it provides benefits to organizations or institutions, employees, and the community as consumers, schools can implement various training methods to improve the quality of teachers and employees. Some of these training methods include:

1. On the Job Training Method

New teachers and employees learn their jobs by observing more experienced co-workers. Senior teachers and employees share knowledge based on their experiences.

2. Vestibule Method (Hall)

Training is conducted in a special room provided for new teachers and employees. It usually involves a large number of participants and is supervised by an instructor.

3. Metode Ruang Kelas

Training is conducted in class with formats such as lectures, conferences, case

studies, role-playing, and programmed instruction.

Subject Teachers' Conference (MGMP) is the right forum for teacher training. Through MGMP, teachers can discuss and find solutions to problems faced, both in managing students and implementing learning. Thus, programs designed according to the curriculum can run optimally.

Components of Human Resource Management

1. Managers are individuals who invest capital to generate income, which depends on the profits they earn from their business.
2. Employees are the most important assets for a company because without them, the company's activities cannot be carried out. Employees play an important role in designing plans, systems, processes, and goals of the company. A person who is called a
3. leader or manager, a leader leads and directs others with authority and leadership skills, and is responsible for their work to achieve goals.

Problems in Human Resource Management

Problems in human resource management (HRM) can occur in various types of organizations, both in the public and private sectors. Here are some common issues that are often faced:

1. Recruitment and Selection

Shortage of qualified candidates: Organizations have difficulty finding individuals with the right skills and experience. Suboptimal selection process: The use of irrelevant selection tools or bias in the recruitment process can hinder efficiency. In addition, the candidates selected are sometimes not aligned with the values and culture of the organization.

2. Development and Training

Lack of training: Employees do not receive sufficient training to improve their competencies.

3. Compensation and Incentives

Inequity in pay: Differences in salary scales that are not transparent can lead to dissatisfaction among employees.

Organizational Objective

The operational objective of human resource management (HRM) is to ensure the smooth running of HR processes and systems. Some operational objectives in HRM include recruitment, orientation, payroll administration, employee relations, and compliance. In addition, the main objective of HRM is to maximize employee productivity in the organization. While the specific objective of HRM is to support line or functional managers in managing employees effectively.

This involves various activities that support the smooth running of the company's operations, such as the recruitment process, orientation of new employees, management of payroll administration, maintaining positive relationships with employees, and ensuring compliance with existing policies and regulations. By implementing these operational objectives, HRM seeks to create a productive and harmonious work environment, and supports the achievement of overall organizational goals.

Personal goals are to help human resources achieve their own goals. Each individual has goals that range from very technical to aspirational goals, and short-term to long-term goals. Technical goals are indicated by their real activities and contributions to the organization, while aspirational goals are indicated by their motivation and satisfaction with the organization. Individuals' short-term goals usually range from meeting basic needs such as food, drink, and clothing to using self-actualization, a high-level need. However, long-term needs are spiritual needs to achieve the goals of the

afterlife. These are future needs.

Society Objective

To answer the needs and challenges of society, the purpose of society is to provide benefits to society. The achievement of society's goals in education is the result (result) of the achievement of previous goals, or organizational goals. The success of this generation produces citizens who are much more qualified than previous generations.

Community objectives are goals that a community or group wants to achieve by living together. This goal includes the collective interests of individuals who live and interact in society to achieve common welfare.

This involves efficient management of various aspects of human resources, such as recruitment processes, training, career development, and employee welfare. HR management also focuses on creating a work environment that supports productivity, maintaining a balance between individual and organizational needs, and building good relationships between management and employees. Thus, the purpose of HR management is to ensure that each employee plays an optimal role and can make a maximum contribution to the success of the organization as a whole.

The purpose of society in human resource administration (HR) includes effective human resource administration efforts to support community welfare and development. The main objectives are:

Improving the welfare of community members:

Human resource management focuses on the availability of competent and productive workers who can ultimately improve the quality of life and social welfare of a community.

Reducing unemployment:

Human resource management plays a role in reducing unemployment through the process of recruiting, training and developing employees so as to increase the participation of the workforce in economic development.

Developing competence and skills: The main objective of human resource management is to develop the skills and competencies of employees so that the community can contribute more effectively to economic and social development.

Improving the quality of life and job satisfaction: Human resource management aims to create a productive and cooperative work environment that contributes to improving the welfare and stability of the community.

Justice and Equality: The objective of human resource management is to ensure fair management of human resources, so as to achieve equality and social inclusion and reduce the gap in employment opportunities.

Human resource management focuses on the availability of competent and productive workers who can ultimately improve the quality of life and social welfare of a community.

Personal Objectives

Achieving organizational performance and productivity are organizational goals that are related to organizational effectiveness. If the organization is a school, the goal is to achieve the level and quality of graduates. The level and quality of graduates are highly dependent on the performance and productivity of educators and education personnel, as well as other resources. For example, the organizational goal of educators and education personnel is to serve and optimize parts of the organization (such as student management).

Human resource management is part of management. Therefore, the idea of management is the basis of its discussion. The main goal of human resource management is to organize the work of people in a way that allows the discussion to achieve optimal goals. Planning, organizing, managing, administering, procuring, developing, recruiting, accepting, retaining, rehabilitating, and terminating employees are part of this arrangement. This arrangement is used to support the goals of the organization, industry, its staff, or society.

CONCLUSION

Human resource management (HRM) is a critical process in managing an organization's most important asset, its employees. Organizations can improve productivity and job satisfaction through effective management of human resources, such as recruitment, training, development, and performance appraisal. By using the right approach, HRM also helps build an organizational culture that supports the company's values and goals.

HRM includes elements of personnel, welfare, and industrial relations. Planning, organizing, directing, controlling, procurement, integration, discipline, and separation are some of the management functions.

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