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## GLOSSARY

**Job Insecurity** Job insecurity has been defined as the employee’s “perceived powerlessness to maintain desired continuity in a threatened job situation cognitively or affectively.

**Job Description** A job description is a written narrative after conducting a job analysis that describes general tasks, responsibilities of a position and specifications of a skill needed by the person assigned to perform the job.

**Job Commitment** Job Commitment is defined as a feeling of responsibility or enthusiasm that a person has towards the vision and the mission of the organisation.

**Emotional Exhaustion** Emotional Exhaustion is a state of being worn-out or a sign of burn-out as a result of accumulated stress.

**Job Engagement** Job Engagement is defined as to a extent where a person is highly-engaged such as involvement, enthusiasm, commitment on one’s job.

**Job Performance** Job Performance assesses the sum of anticipated value a person performs to the organisation of different sets of behaviour carried out by an individual.

**Strategic Alignment** Strategic Alignment is a process that ensures an organization's structure, resource utilization, and culture supports its strategy, and teams establish action plans aimed at attaining common goals and objectives.

**Job Satisfaction** Job satisfaction is a level of contentment with one's job that serves as motivation to work.

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APPENDIX

Appendix 1. List of Questions

Variable / Indicator	No	Questions
Variable X		
Job Description	1	I have the knowledge and skills needed for the job.
	2	I understand the day-to-day key responsibilities of the job description.
	3	I understand the department’s mission and goals.
	4	I have been trained to do the required work.
	5	I have flexible working hours during the pandemic.
Job Commitment	1.	The organisation has a great deal of personal meaning for me.
	2	I do not feel emotionally-attached to the organisation.
	3	I think it is necessary to show loyalty to the organisation.
	4	It would be hard to get me to get used to a new working place.
	5	I talk up this organisation to my friends as a good organisation to work for.

Emotional Exhaustion	1	I have accomplished many worthwhile things in this job.
	2	I feel energetic.
	3	I feel emotionally drained from my work.
	4	I can easily create a relaxed atmosphere with my colleagues/ recipients.
	5	I feel fatigued when i get up in the morning and have to face another day on the job.
Variable Y		
Job Performance	1	I am enthusiastic about my job.
	2	I find the work that I do full of meaning and purpose.
	3	My job inspires me.
	4	At my work, I feel bursting with energy.
	5	My supervisor praises me on work.
Strategic Alignment	1	My supervisors do a great job informing us about things that affect our work.
	2	Management always demonstrates a commitment to quality.
	3	I have a clear understanding about my career path and promotion plan.

	4	Management gives cultural support to employees.
	5	The organisation give us clear understanding on our job description during the pandemic.
Job Satisfaction	1	When I do something successfully, it feels like a personal accomplishment.
	2	I always strive to find better ways of doing things.
	3	Considering everything, I am satisfied with my job.
	4	I have opportunities to express myself.
	5	I have opportunities to recommend new ideas and solutions.
	6	I am proud to be working in the organization.

Appendix 2, Post-Test Result Variable X- Job Insecurity

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Appendix 2, Post-Test Result Variable Y- Job Engagement

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5	5	5	4	4	4	5	4	5	4	4	4	5	5	4	5

Source : Questionnaire Result

Appendix 4, Thesis Time Frame

NO	DATE	WORK PROGRESS
1	February 20, 2021	Discussed research model and topic
2	February 17, 2021	Discussion of the new research model and modified it.
3	February 25, 2021	Discussion of Chapter 1
4	March 5, 2021	Discussion of Chapter 1, adjustments to the research model variables, research questions and objectives.
5	March 18, 2021	Discussion of Chapter 1, revising research problem and introducing chapter 2.
6	March 31, 2021	Finalizing Chapter 1, discussing chapter 2 and the variables and theories to be used.
7	April 9, 2021	Revising and finalizing chapter 2, introduction of discussing chapter 3 and its components.
8	April 15, 2021	Revising Chapter 3 and updating the previous chapters
9	April 17, 2021	Introduction to the structure of the Thesis Colloquium
10	April 18, 2021	Rehearsal for the Thesis Colloquium Presentation as well as feedback.
11	April 30, 2021	Thesis Colloquium feedback discussion & Thesis Questionnaire Feedback via chat
12	May 11, 2021	Pre-test validity and reliability discussion
13	May 20, 2021	Post-test results and discussion of chapter 4
14	May 27, 2021	Feedback and revision of Chapter 4
15	June 03, 2021	Discussion and Feedback of Chapter 5
16	June 11, 2021	Discussion and Feedback of Chapter 5

Source: Swiss German University









### PERSONAL

1.	Fullname	Kirby Jesslyn
2.	Address	Jl. Buah Batu 219, Bandung, Indonesia
3.	Telp/Mobile/Skype	+62 4707 5656
4.	Email (Campus)	<a href="mailto:Kirby.Jesslyn@Student.Sgu.Ac.Id">Kirby.Jesslyn@Student.Sgu.Ac.Id</a> <a href="mailto:Jesslynkirbyy@Gmail.Com">Jesslynkirbyy@Gmail.Com</a>
5.	Place/ Date Of Birth	15 March 2002, Bandung, Indonesia
6.	Sex	Female
7.	Nationality	Indonesian
8.	Interest	Swimming, Literature, Golf And Archery

### EDUCATION

1.	University	Swiss German University, Jakarta, Indonesia (2017-2021)
2.	Junior High School And Graduate Year	Nehru Memorial School, The Cambridge Center, Bandung, Indonesia (2013-2017)

### ORGANIZATIONAL EXPERIENCE

NO.	TYPE OF ACTIVITY	DETAIL OF ACTIVITY
1.	Ibef 2018 (International-Business Administration Entrepreneurship Festival, Sgu Event)	Member Of Sponsorship, Inviting Mc Guest Talk Show, Bands And Participating In The Event.
2.	Harfest 2018 (Hotel And Arts Festival, Sgu Event)	Late Art Competition Committee National Front Desk Competition Committee (Mc Latte Art And Fundraising Committee
3.	City Of Stars (Gala Dinner, Sgu Event)	Appreciation Night For Parents (Service Sequence) Fundraisng Committee

### PERSONAL DEVELOPMENT

NO.	TYPE OF ACTIVITY	DETAIL OF ACTIVITY
1.	Sensory Test	Test Various Types Of Beverages And Foods (Swiss German University, 2018)
2.	Table Manner	Proper Table Manner, Meaning Of All Cutleries, As Well Ad The Professional Usage
3.	Karate, Aikido	Joined Aikido From Nehru Memorial School (2009-2018)
4.	Infinity Shooting Club	Silver Medal (2021)

### WORKING EXPERIENCE

NO	TYPE OF ACTIVITY	DETAIL OF ACTIVITY
1.	Intercontinental Bandung, Dago Pakar, Indonesia	Internship At Front Office Department (Guest Relation Officer, Excecutive Lounge, Operator, Kids Club, Brand Ambassador
2.	Pilgrim Haus, Soest, Germany	Preparing Food For Warm Kitchen And Cold Kitchen, And Helping Service Area.
3.	Rugard Strandhotel, Binz, Germany	Prepare Food For Warm Kitchen And Cold Kitchen.

### SKILLS

NO	SKILL	LEVEL OF SKILL (VERY GOOD, GOOD ,FAIR)
1.	Indonesian	Mother Tongue
2.	English	Very Good
3.	Mandarin	Good
4.	German	Fair
5.	Microsoft Office	Very Good
6.	Others	Fidelio: Good Adobe Photoshop: Good Opera: Very Good

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**SGU'S LATEST ACADEMIC RECORD**

SEMESTER	GPA/IP PER SEMESTER
1	3.40
2	3.29
3	3.10
4	3.32
5	3.63
6	3.20
7	3.10

