

ABSTRACT

Human resources play an important role in managing the productivity of Institutions including at Kominfo. Human resource capacity is essential for efficient management and operations, as competent employees can increase valuable contributions to the Institution. Human resource professionals can improve capabilities through formal education, training, and work motivation. This study aims to determine the effect of job training and motivation on employee performance at the Ministry of Communication and Information in Jakarta.

This research uses descriptive approach with quantitative. The probability sampling procedure was applied in this study with a sample size of 351 employees. Data were collected using surveys and interviews. Data analysis was carried out using multiple linear regression analysis while data processing was carried out with the help of the SPSS 28 application. The results showed that partially there was an effect of job training and motivation on employee performance.

Furthermore, job training and motivation simultaneously affect employee performance. It is expected that the Jakarta Office of the Ministry of Communication and Information Technology can provide continuous training. Providing continuous training can ensure that employees remain skilled and competent in carrying out their duties.

Keywords: *employee performance, motivation, job training.*