

**THE RELATIONSHIP BETWEEN TIME  
MANAGEMENT AND JOB PERFORMANCE AMONG  
EMPLOYEES AT  
JASA MERIN (MALAYSIA) SDN BHD, KEMAMAN,  
TERENGGANU**

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## ABSTRACT

The concept of time management gains importance in the field of management due to failure of many organizations and employees to achieve their vision and mission. Therefore, all employees need to adopt time management strategies which may help them be more productive at work and at the same time can increase job performance. The purpose of this study was to identify the relationship between time management and job performance among office employees. The scope of this study was bounded by a number of limits in which it only focused on a fraction of employees in Jasa Merin (Malaysia) Sdn. Bhd., Kemaman, Terengganu. Moreover, this study was restricted to focused on how employees manage their time to achieve good job performance. The method for this study was a structured questionnaire used to elicit responses from consumers using simple random sampling technique. A total of 70 respondents were received one full set of questionnaire. The findings indicate that there were positive relationship between time management and job performance, which is moderate, substantial relationship, 0.570. It is recommended to conduct future study to raise the sample size and population by wide the area of the survey so that the relationship will get higher value. Time management helps employees to make conscious choices, so that they can spend more time doing things that are more important and valuable. To make employees more alert of their time, company can do talks about the important time management in the office or any training of awareness about time management.

**Keywords:** *Time Management, Job Performance*

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