A STUDY ON THE IMPORTANCE OF LEADERSHIP SKILLS EFFECTIVENESS AT HICOM AUTOMOTIVE MANUFACTURES SDN BHD PEKAN, PAHANG.

Prepared for: ENCIK AZMI BIN SALIM

Prepared by:

MOHD NOR AZREEN BIN ZULKIFLI
BACHELOR IN OFFICE SYSTEM MANAGEMENT (HONS.)

UNIVERSITI TEKNOLOGI MARA (UiTM) FACULTY OF BUSINESS MANAGEMENT

JUNE 2016

ABSTRACT

Leader was a person who leads or gives commands in a group, an organization or country. Leadership was the ability needed to take action or leading a group of people or organization. Leader and leadership stand to a different meaning but it stand to one purpose. The skills that were practiced effectively were a key to success in their job or organizations. Methodology was a method that provides a detail of description of the steps that needed in carrying out the research project. This process used to collect the information and data for the purpose of accomplishing and complete a whole study and research. The descriptive methods are more focuses on the events that happen in future. This method was extremely determined when there was a relationship between the important of leadership skills and leaders' performance in the organization. statistical tests in this research have used Reliability and Descriptive Analysis. Finding shows that the factor that give the most significant effect toward leader are making a planning which the result (M = 1.8167, SD = .48474). It stated that Planning Skills have the highest mean. It shows those leaders are more accurate in making a planning that was best for the organization future. Mostly leader are generate to improving their leadership as they want to achieve a success for themselves and for organization in future.

ACKNOWLEDGEMENT

Assalamualaikum,

First of all, praise be to Allah s.w.t for His blessing for me to complete my research on an important of leadership skill towards leader performance. I owe a great many thanks to many great people who helped and supported me during completed this research.

There also my deepest thanks to my advisor, Encik Azmi Bin Salim in guiding me into every step in completing this assignment with attention and care. Every single thing that I learn from him in or out of class very helps me in this task. He gave instruction and teaching me patiently. He not only become my supervisor but also encourages me throughout my academic program.

My deep senses of gratitude to Encik Mohd. Amli bin Abdullah @ Baharum for support and guidance me and also classmate. He also gives me a valuable knowledge about the research and also about my own knowledge to adapt in my syllabus in studying. For arrange SPSS program that really can help me using the software effectively.

Also big thanks to my faculty members without whom this project would have been a distant reality. I am very thankful with every of the cooperation between each person in my class and in my internship company. I really hope that this individual assignment will be completed within the time given to me. I also extend my heartfelt thanks to my family and well-wishes. Last but not least, I would face many difficulties without helps from the particular that mentioned above.

Mohd Nor Azreen Bin Zulkifli

June 16, 2016 Faculty of Business Management Universiti Teknologi MARA

TABLE OF CONTENT

LIST OF TABLES	i
LIST OF FIGURES	ii
CHAPTER 1	
INTRODUCTION	1
Background of the Study	1
Statement of the Problem	5
Research Objectives	7
Research Questions	7
Significance of the Study	8
Limitations of the Study	9
Definition of Terms	9
CHAPTER 2	
LITERATURE REVIEW	12
Context	14
Sub-Topics	18
CHAPTER 3	
METHODOLOGY	20
Research Design	21
Sampling Frame	21
Population	21
Sampling Technique	22
Sample Size	22
Unit of Analysis	22
Instrument	23
Validity of Instrument	24
Data Collection Procedures	24
Plan of Data Analysis	25
CHAPTER 4	
FINDINGS	27
Profile of Respondents	29

CHAPTER 5

CONCLUSIONS AND RECOMMENDATIONS	39
Conclusion	39
Recommendations	43
REFERENCES	45
APPENDICES	
Declaration of Original Work	50
Letter of Submission	51
Ouestionnaire	52