

**THE RELATIONSHIP BETWEEN TIME MANAGEMENT
AND JOB PERFORMANCE TOWARDS SUPPORT
STAFF AT HOSPITAL SULTANAH NUR ZAHIRAH (HSNZ)**

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ABSTRACT

The purpose of this study is to investigate the relationship between Time Management and Job Performance among support staff in Hospital Sultanah Nur Zahirah (HSNZ), Kuala Terengganu. The scope of this study were support staff in Hospital Sultanah Nur Zahirah (HSNZ). The Time Management divides by three important elements which are planning, goal setting and prioritizing. The method used at the beginning was pilot test. After pilot testing, the actual test were conducted and questionnaire were given to support staff by using simple random sampling technique. The findings indicate that there are positive relationship between Time Management and Job Performance. Based on the result, the Pearson's correlation is .501 so it is considered as moderate relationship. Time Management helps support staff will be more organized and discipline because they are able to do their work efficiently. So, it is clearly shows that by planning it can lead to the good job performance. In order to make support staff realize how important Time Management and Job Management are, the company which is Hospital Sultanah Nur Zahirah (HSNZ) should take an action to encourage them such as organize campaign or training to let them aware the important of Time Management and Job Performance.

Keywords: *Time Management, Job Performance*

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