

AN ANALYSIS OF JARGONS USED BY THE HUMAN RESOURCES DEPARTMENT AT THE LOVINA BALI

P.D. Marantika¹, I.G. Budasi², N.K. Wedhanti³

¹English Language Education
Ganesha University Education

e-mail: tuditamarantika@gmail.com, yaysurya8@yahoo.com, Karina.wedhanti@undiksha.ac.id

Abstrak

Jargon adalah salah satu varietas bahasa yang digunakan berdasarkan beberapa tujuan. Variasi bahasa yang disebut jargon yang digunakan dalam pekerjaan atau digunakan untuk tujuan tertentu seperti di HRD (Departemen Sumber Daya Manusia) di hotel bintang lima, terutama salah satu hotel adalah The Lovina Bali yang terletak di Lovina, Singaraja Bali utara. Penelitian ini bertujuan untuk mendesentralisasikan (1) Jargon yang digunakan dalam HRD di The Lovina Bali, (2) bentuk-bentuk Jargon yang digunakan di antara HRD di The Lovina Bali, (3) makna jargon yang digunakan di antara HRD di The Bali Lovina. Data yang diperoleh diidentifikasi menggunakan 3 instrumen: (1) Daftar Periksa, (2) Panduan Wawancara dan (3) Perekaman Tape. Penelitian ini menyimpulkan bahwa: (1) Ada 121 jargon yang digunakan di Departemen Sumber Daya Manusia (SDM).

Kata kunci: Jargons, Departemen Sumber Daya Manusia, Makna, pembentukan kata.

Abstract

Jargon is one of language varieties that is used based on some purposes. The language variety which is called jargon that is used in occupational or used for specific purposes like in HRD (Human Resource Department) in five stars hotel, especially one of the hotel is The Lovina Bali which located at Lovina, Singaraja north Bali. This study aimed at describing (1) the Jargons that are used in the HRD at The Lovina Bali, (2) the forms of Jargons used among the HRD at The Lovina Bali, (3) the meaning of jargons used among the HRD at The Lovina Bali. The obtain data were identify using 3 instruments : (1) Checklist, (2) Interview Guide and (3) Tape Recording. This study conclude that : (1) There were 121 jargons used in Human Resource Department (HRD).

Keywords: Jargons, Human Resource Department, Meaning, Word formation.

1. INTRODUCTION

Jargon is a special language which is based grammatically on the common language. Jargon also contains special features in the *lexical*, semantic and syntactic areas. It have shown that we need a sociolinguistic approach here as well. Jargon can be defines as groups Languages. According to Fromkin et al (2011), *jargon* is a slang term used in conceivable science, profession, trade and occupation.

Yule (2010) state that jargon help to create and maintain connections among people whether they are included or excluded of a group of people. *Jargon* is a special language which is based grammatically on the common language. *Jargon* is the language, especially the vocabulary, peculiar to a particular trade, profession, or group a occupation such as hospitality jargon, medical jargon etc.

Fromkin et al (2007:470) emphasize that jargon is used by different professional and social groups in so extensive and so obscure in meaning. Jargon refers to the unique vocabulary used by particular groups of people to facilitate communication providing a means of bonding, and exclude outsiders. jargon may be used as a barrier to keep outsiders from understanding something.

According to Leonard Nadlerin 1969 in a conference in US. "He defined HRD as those learning experience which are organized, for a specific time, and designed to bring about the possibility of behavioural change. The human resources department is the people

or group of people in the hotel who are responsible for hiring, giving orientation, managing trainees, wage and benefit administration, Labor relation, employees relations, and staff development.

Pre-observation and interview were conducted, it found that some jargons were used by Human Resources Department at The Lovina Bali Hotel. It was carried out by the researcher to find out the form of the jargons view from their word formation used by Human Resources Department (HRD) at The Lovina Bali and how the word was spoken by the HRD staff at The Lovina Bali. The type of word formation in observation is all the type of jargons used by HRD staff , there were 2 informants involved in this study. The form of jargons were analyzed and the meaning of the jargons were described by the researcher.

Concept of English for Specific Purposes

ESP as an approach to language teaching in which all decisions as to content and method are based on the learners' reason in learning (Hutchinson & Waters (1987, p.19). ESP as an enterprise involving education, training, and practice and drawing upon three major realisms of knowledge namely language, pedagogy, and students'/participants' specialist area of interest (Robinson (1991, p.1).

According Richards & Rodger (2001, p.107) saw ESP as a movement that seeks to serve the language needs of learners who need English in order to carry out specific roles (e.g. student, engineer, nurse), because ESP is an approach to language teaching in which all decisions as to content and method are based on the learners' reasons for learning.

Concept of jargon

Akmajian et al, (2001:302-303) explain that *Jargon* as special or technical vocabulary has a relationship with standard language which provides new items to be transformed by jargon. Jargons are used for the purpose of not letting the meaning or other understand, to show the identity of the group that become a special characteristics of the group itself, and to establish the relationship between in-groups memberships. In conclusion, jargon is a way to express the feeling of the community.

2. METHODS

This study was designed in the form of qualitative research and which involved two type of data primer and secondary, and analyse descriptionly. The jargon that were used by Human Resources Department at The Lovina Bali were collected through 3 instruments those are Checklist, Interview Guide and Tape Recording. The forms of jargons were viewed from the words formation and also how the word spoken by the Human Resources Department and interview two informants who were the experts of jargons that is used by Human Resources Department.

3. FINDING AND DISCUSSION

Based on the observation, interview guide and tape recording data, there were 121 *jargons* found in *Human Resources Department* at The Lovina Bali, Singaraja. Those jargons were categorized into four forms of jargons and part of speech. Those forms of jargons are suggested by Yule (2006) Theory, namely : *acronym, abbreviasion, compounding and borrowing*. Part of speech is *phrase, words (noun, verb, and adhective)*. Those categorized and result of analyzed those jargons were explain as follows.

Table 2. Jargon

No	Jargons
1	Absent list
2	Allowance
3	Annual Leave (AL)
4	Application Form (App.)
5	Appraisal Interview
6	Attendance
7	Attendant

8	Attitudes
9	Behavior
10	Benefits

Based on the table 1, there were 121 jargons that was found by the researcher in Human Resources Department at The Lovina Bali, Singaraja. But only ten jargons that the researcher put on the table 2. Those jargons had been analyzed according to word formation process.

If the jargons were view from their word formation based on the theory Yule as suggested in the methodology of this study ,10 of word formation only 4 of them types of the word formation based on suggested by Yule were found in the jargon used by Human Resources Department (HRD). The 4 types were *acronym*, *abbreviation*, *compounding*, *borrowing*. There were also found the part of speech of the jargons which categorized as a *noun*, *verb*, *adjective* and *phrase*.

AL is jargon belongs to the category of *acronym*. This study found that the jargon *AL* which mean *Annual leave* that can be taken after one year of continuous work. *AF* is belonging to category of *acronym* this study found the jargon *AF* which mean *application form* is a Form sheets prepared by the HRD to be filled when they arrive before the interview. *DW* or *Daily Worker* is belong to category of *acronym* which mean *Daily workers* who are paid daily according to their working hours. *DO* or *Day Offis* belong to category of *acronym* which mean the Hotel employee regular days off. *DP* or *Day off Payment* is also belong to category of *acronym* which mean The day off is given to the employee but the employee does not have time to take the day off so that the vacation is replaced with money. There were 18 jargons belong to category of *acronym*.

The next following jargons belong to the category of *abbreviation*. According to Yule (2006. P57) *abbreviation* is a process of reduction using initialization of words. This study found only 2 or 1,65 % *abbreviation* in this category of *abbreviation*.

There were only 2 or 1,65 % jargons which belong to categorized as a *abbreviation*. *PTER* is jargon belong to category of *abbreviation*, which meaning the reports relating Human Resource employment need, related to expenditure on salary, payroll, and entering into budgeting. *CSR* also jargon that belongs to category of *abbreviation*, which means Social activities carried out by management, represented by the Human Resource to help the community.

Jargons belong to the category of *compounding*. *Compounding* is the process of joining two words that are separated to become one word. *Compounding* these word bring some meanings in communicating in societies (Yule, 2006, p54). This study found 5 or 4,13% jargons which categorized as *componding*.

Human resource is the jargon were categorized as a *compounding*, *Human Resource* is form by combining two words to produce a single form. The word "*human + Resource*" belong to *Human Resource*, which mean section on the employment or personnel management. Minute meeting is jargon belong to category of *compounding*. The word "*Minute + meeting*" belong to *Minute meeting*, it is produce a single form, which mean Meeting notes created in each meeting. Name tag is jargon belong to category of *compounding*. The word *Name + tag* belong to "*Name tag*", the meaning of name tag is Identity that must be used or used during work. Service charge is The biggest 10% service fee is paid by guests to employees and distributed to employees at the end of each month. *Service charge* also is jargon belong to category of *compounding*. Which the word "*service + charge*" belong to *Service charge*, it produce a single form. Take home pay means Money that can be brought home from the work as a whole, which also take home pay categorized as a compounding. The word "*Take + home + pay*" belong to "*Take home pay*" is also a single form.

This study also found 2 jargons which categorized as *borrowing*. According to Yule (2006) *borrowing* is a word formation process which aims to make new words by taking from other languages.

Lovina is a jargon that belongs to the category of *borrowing* which means the jargon Lovina means the name of a beach in Singaraja, Bali, Indonesia which is also used as a part of the name of the hotel, The Lovina Bali. Heliconia is also a jargon that belongs to the category of *borrowing*, which means a large leafy tropical American plant that produces spectacular flowers with light colors. Heliconia is also used as the name of a restaurant in The Lovina Bali.

This study found 28 or 22,31% jargons categorized as a *noun* and 3 or 1,65% jargons categorized as a *verb*.

Allowance is categorized as a *noun*. Which means a benefit, such as transport allowance, meal allowance, phone allowance etc. *Attendance* is categorized as a *noun*. Which means Employee attendance during work hours. *Attendant* is categorized as a *noun*. Which means officers, room attendants, public area attendants, pool attendants, laundry attendants.

Coaching / mentoring are categorized as a *verb*, which means Coaching (identical to the personal directs per person / private who is assisted until really capable), while Mentoring / mentor (can be more general, more motivating). *Fired* is categorized as a *noun*, which means dismissal of mistakes made by the most fatal employees. Such as stealing, harassment, immoral play gambling, and taking illegal drugs. *Resign* is categorized as a *verb*, which means resignation at the will of the employee himself without coercion from the hotel.

There were 83 jargons categorized as a *phrase*. There were 79 jargons 95,1% categorized as a *noun phrase*, 2 jargons or 2,40% as a *verb phrase*, and 2 jargons or 2,40% as a *adjective phrase*. *Annual leave* is categorized as a *noun phrase*, the head of the phrase 'annual leave' is 'leave'. The process is by adding the pre-modifier 'annual' (*noun*) into the head 'leave' (*verb*). Those words stand together into 'annual leave', which has the meaning Annual leave that can be taken after one year of continuous work. *Application form* is categorized as a *noun phrase*, the head of the phrase 'application form' is 'form'. The process is by adding the modifier of the word 'application' (*adjective*) into the head 'form' (*noun*), those words stand together into *application form*, which has the meaning Form sheets prepared by HRD to be filled when they arrive before the interview. *Appraisal interview* is categorized as a *noun phrase*, the head of the phrase 'appraisal interview' is 'interview'. The process is by adding the modifier of the word 'appraisal' (*noun*) into the head 'interview' (*noun*). Those words become one word standing together. The meaning of *Appraisal interview* is List or interview values carried out during the interview.

Conduct training is categorized as a *verb phrase*. The head of the word 'conduct training' is 'conduct', which the word 'conduct' as a *verb* and 'training' as a *noun*. Those words stand together into *conduct training* which has the meaning conduct training is the person who conducts training activities. *Functional competence* is categorized as a *adjective phrase*. The head of the word phrase 'functional competence' is the word 'functional'. The process of the word pre-modifier 'competence' (*noun*) into the head 'functional' (*adjective*). Those words stand together into *functional competence*. The meaning of *functional competence* is the ability to work in the field of work he works. *Functional job analysis* is categorized as a *adjective phrase*. The head of the word phrase 'functional job analysis' is the word 'functional'. The process of the word modifier "job" (*noun*), 'analysis' (*noun*) into the head 'functional' (*adjective*). Those words stand together into *functional job analysis*, which means associated with functional competence, so in this functional job analysis analyzed the ability to work in accordance with the profession of the employee. *Team work* is categorized as a *verb phrase*. The head of the word phrase 'team work' is the word 'team'. The process is by adding the word pre-modifier 'team' (*noun*) into the head 'work' (*verb*). Those words stand together into *team work* (*noun phrase*), which means work in team.

4. CONCLUSION AND SUGGESTION

It can be concluded that there were 121 jargons that used in Human Resource Department (HRD). View from the part of speech there were percentages of phrase (83 or 68,8 %), word (31 or 25,6) and also view from the word formation found in this study can be categorized into acronym (18 or 6,6%), abbreviation (2 or 1,65%), compounding (5 or 4,13%), and borrowing (2 or 1,65%).

References

- Allan, K & Burridge, K. 2006. *Forbidden Words: Taboo and the Consoling of Language*. Cambridge: Cambridge University Press.
- Culpeper, J. 2009. *History of English*. Second Edition. New York: Palgrave Macmillan.
- Chaer, A and Agustina, I. 2010. *Sociolinguistics Perkenalan Awal*. Jakarta: Rineka Cipta Jakarta.
- Fromkin, V. et al. 2003. *An Introduction to Language*. seventh Edition. Sydney: Harcourt.
- Hornby, (1995 : 726). *Theory of Meaning*.
- Hutcheon T & Waters, A. 1987. *English for Specific Purposes: A Learning - Centered*.
- Kreidler, C.W. (1998). *Introduction English Semantics*. London: Routledge 11 New Fetter Lane.
- Miller, Jim. 2002. *An Introduction to English syntax*. Edinburgh: Edinburgh University Press.
- Robinson, P. C. 1991. *ESP Today: A Practitioner's guide*. Hemel Hempstead: Phoenix. While Communicating with the Organization Employees. American.