

Abstract

This objective of this exploratory research study is to develop the potential of all 19 general administrative officers in Faculty of Agricultural Technology. The data collection instrument employed was a questionnaire. The statistical techniques used for data analysis included Average, Percentages, Arithmetic Mean, Standard Deviation, and Chi-square used to test hypothesis. The findings of the study were as follow;

Most of general administrative officers are females, average aged 44.36 years old, holding a bachelor's degree, with over 20 years of work experience. General administrative officers understand competency level very well. Their competency development in acknowledgement of their responsibility is at the highest level ($\bar{X}=4.24$). The staffs' competency development in providing good services is at the high level in every aspect. The acceptance of the application of the competency of general administrative officers is also at the high level in every aspect. The results of hypothesis testing were that work experience has a relationship with the method of personnel competency development. The education level of general administrative officers is relevant to the competency level of general administrative officers, showing statistically significant difference at the 0.05 level.

The suggestions from the research was that the study should be conducted among staff of other positions and should act as an impetus to push supervisors to consider and implement the competency principles into the operations of general administrative officers and officers in other positions. The competency levels should be classified into 5 levels for each position in order to assess performance of the whole organization efficiently.

Keywords: Competency, General Administrative Officers, Faculty of Agricultural Technology