

ABSTRACT

Most sectors are currently following the trend of process digitalization. One of the causes of the quick changes in digitalization is the Covid-19 epidemic. It will be difficult for a corporation to adapt to the present digital environment if this transition is not matched with qualified human resource skills. There are a plethora of quick fixes for these issues, including the use of robotic process automation (RPA) and optical character recognition (OCR) systems. Both tools can be used by the Human Resource (HR) department to digitize the recruitment process.

This method will go through the following stages: someone who has just been accepted by the industry will send an ID card by email, which will then be downloaded by RPA on the UiPath program. RPA can automate all of this system's processes. After that, the OCR engine will extract the downloaded KTP file, which will then be confirmed. The ID card data acquired is saved into an Excel file after the validation process is completed. The following step is to enter the collected data into the PKWT / PKWTT document template. The final step is to upload the completed document to Google Drive.

There are two main parameters tested, those are the duration of document creation and the accuracy produced by the OCR engine. Based on the result, it can be seen that the implementation of RPA and OCR in the employee recruitment process can reduce the required duration by 48.69% compared to the manual process. In addition, the level of accuracy produced by an OCR machine without validation can reach 95.95%. Therefore, it can be concluded that the use of RPA and OCR is quite effective to be implemented in the employee recruitment process.

Keywords: Optical Character Recognition (OCR), Robotic Process Automation (RPA), digitization, automation, employee recruitment.