

Could alice carter  
have done anything  
differently here why  
or why not

[Business](#)



1. Could Alice Carter have done anything differently here? Why or why not?

Alice could have done the job differently. This is because she understood her work and responsibilities such as preparing and mailing transcript, mailing information, answering telephone and general supervision. Alice should have been motivated through incentives and training. This could have enabled her to continue to do the work without resigning. Motivation would have compelled her to be innovative and do things differently in an organization.

2. What would you do at this point if you were the director of admissions?

i. I would ensure that the recruitment and the selection method are thorough. The employees would be recruited not based on credentials but skills and ability to do the job. Bob could not do the job since he lacked the skills but had good credentials.

ii. I would also agitate for motivation through incentives and training through seminars. This encourages the employees to work hard and they also remain focused to the mission.

iii. I would ensure that there is a good succession planning. This will ensure that one is trained and induced effectively before allowing the previous worker to go. There should be training evaluation to ensure that the work skills are competently acquired.

3. Do you think Bob should keep his job? Why or why not?

Bob should not keep the job. This is because the succession planning was good enough to allow Bob be trained early enough for the responsibilities which were not hard enough. Despite the training from Alice, Bob still showed numerous weaknesses which were may lead to organization

diverting from the mission or even making less in along run. It is evidenced that Bob lacks conscientiousness and has neurotism which makes him not perform well. In addition Bob was employed simply because his paper was good but not because he had the ability and skills to do the tasks. His credentials were good and he had made a good impression. He is a man of constant problems.

4. Describe how you might effectively use a performance appraisal in this situation.

Ordinarily, performance appraisal involves addressing individual in a systematic way. I will evaluate Bob's performance so as to ensure that the Job is done perfectly. First; I will examine the quality and quantity of output. This should result as expected and it should go with the mission. Secondly, I will observe his judgment and cooperation which are vital for teamwork and progress. His supervision and leadership abilities will also be scrutinized. This should be done well without partiality and complains. Lastly, his performance will be measured based on his initiative and dependency. The performance measures will be used in compensation reviews, competency building and promotions.[Ano1016]

Works Cited

Ano1016: , (Anonymous, 2010),