

Job description posting for fritzas childrens clothing



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Other Research Paper Topic: Job Posting for Fritza's Children's Clothing

Fritza's Children's Clothing In order to find the right people for the organization, human resource professionals of the organization must forecast the needs of the organization. After doing so, the organization can begin its process of recruiting which can be done from within the organization as well as from outside. In order to assess the organizational needs, an organization carries out job analysis, job description as well as job specification. After analyzing the position or the job, a manager of the organization has to prepare a job description which is a written statement providing a summary of the tasks, responsibilities as well as the duties associated with the job. All job descriptions should be clear and concise and should answer all the questions for the employees (Management, Web). The small business chosen for this assignment is Fritza's Children's Clothing. The need for creating a job description is determined when the need for an additional job is felt by the management. It can also be determined if the employee responsible for this particular job did not carry out his duties well and therefore, a replacement is needed. The duties of a clothing store employee include keeping all the retail areas in an orderly way. Te duties could also include folding and hanging the items neatly, vacuuming, cleaning the dressing rooms and all other duties related to the maintenance of the store. The employee would also be responsible for providing superior customer service. The employees should communicate in an effective way and assist the customers in every way possible. The employee should also have good persuading skills to persuade the customers to buy the clothing items they like. The employee will be required to be friendly and customer oriented. The main focus should be on customers as they are really

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important for a clothing store. The employees are also required to be clean and have a professional appearance. Other requirements include punctuality as well as basic skills including mathematical to count the money and other related tasks.

In order to apply for this job at the Fritza's Children's Clothing store the employee also need to have some preexisting knowledge or skills required for the position. These jobs normally have an entry level requirement and employees should be currently enrolled in high school or should have completed high school. The employees should have the basic knowledge and know-how related to customer interaction. In all, the employees should basically know how to interact with customers effectively as well as efficiently. The employee should give such a treatment to the employee that the customer would be determined to come back and shop at the store. These employees would be earning the basic minimum wage with little advancement for opportunity. The employee could also be given flexible schedules if required. Therefore, these are all the specifications and characteristics to be included in a job description of the Fritza's Children's Clothing store.

Works Cited:

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