

JOB PROFILE Exclusive report

analyzed position:

SALES MANAGER

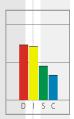
participants: BROWN KEVIN MOORE DAISY

respondents' posts: Chief executive The director of HR department

ORGANIZATION LLC 05/06/2019

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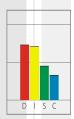
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Key competencies

The constantly increasing requirements of the modern market to the level of professionalism urge us to emphasize the importance of describing the behavioral aspects of various job positions. Employee's poor understanding of his responsibilities and emotional mismatch with the job lead to quick fatigue, low level of commitment, conflicts with management, colleagues and clients, accidents at work, decrease of motivation and work-efficiency. Employ the data of this report in order to determine the key competences of the investigated position.

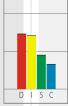
- Openness and straightforwardness.
- Initiative, aptitude for self-promotion.
- Ability to meet the set goals.
- Focus on the future.
- Agility and promptness. Ability to think and react quickly.
- Inclination to diverse activities.
- Innovativeness. Out-of-the-box thinking.
- Quick adjustability to new circumstances, inventiveness.
- Openness and sincerity.
- Analytical capabilities.
- Team work skills.
- Charisma and informality.
- Ability to combine friendliness and straightforwardness.
- Ability to convince and find motivating incentives for colleagues and subordinates.
- Independent decision-making.
- Dedication, work commitment.
- Optimism and positivism.
- Wide range of connections.
- Ability to convince and express thoughts efficiently, in an attractive and emotional manner.
- Pragmatism.
- Sense of humour.



A generalized analysis of job competencies

This chapter of the Report covers the main tendencies of behavior of an individual, necessary for position analyzed. These are the qualities that should be demonstrated on the level indicated by the employee, when he is in the situation comfortable for him, not under stress and he is not making an effort to conform to a situation.

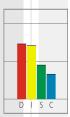
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Aptitude for communication and negotiation
Independent decision making
Optimism and trustfulness
Teamwork
Result orientation
Ability to detect own mistakes and to correct them.
Ability to concentrate on one task for an extended period of time
Organizational skills
Diplomatic skills
Creativity
Ability to gather and sort information/ Paper-work
Stability/ Constancy/ Poise
Ability to present valid arguments and defend one's point of view
Following quality standards / Reliability maintenance
Ability to cooperate positively with others/ Readiness to help



Objectives and Principles:

This chapter describes provisions that an employee should consider in order to be effective at his workplace. The fact that a person possesses such goals reveals that this person is a likely and qualified candidate for the available position at the company.

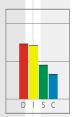
- Introduction of new projects
- Practical actions
- Diversity and change
- Development of business and personal relationships
- Promotion of his own ideas
- Achievement of result through persuasion and involving other people in the process
- Mediation during negotiations
- Freedom of expression, actions and movements
- Innovation; struggle against routine
- Participation in interesting projects
- Search for creative decisions
- Introduction of new ideas and activities
- Victory in a team competition
- Self-realization and acquiring of wide authority
- Success and profit
- Personal and career advancement



Motivating work environment

The main motivators for the majority of people are their desires and dreams. A post is first of all the person, who occupies it. This part of the report analyzes the possible motivators that could be used to increase the level of motivation and interest to work of those candidates, who come closest to meeting the requirements of the post. Look through the list together with the candidate for the vacancy and identify the most significant points.

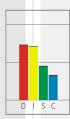
- Opportunity to leave one's mark, prove oneself.
- Meeting the set goals.
- Popularity.
- Honest and sincere relations between people.
- Communication as a process.
- Creative assignments.
- Ability to express one's opinion independently.
- Independence and freedom of movement.
- Absence of routine and stagnation.
- Regular change of activity.
- Participation in team events.
- Competition.
- Participation in new projects.
- No need to complete long and detailed reports.
- Support of colleagues.
- Ability to freely interpret the existing rules and directives.
- Job management that helps Petr concentrate on details.
- Cordial, comfortable work environment.
- Rewards, which help Petr realizing his dreams.
- Comfort.
- Management focused on human resources.



Demotivating work environment

For every person there are discomfort zones that he seeks to avoid both at work and in every-day life. These zones serve as certain constraints. The manager, who takes into account individual features of employees, gets into his disposal a powerful instrument of controlling them.

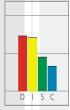
- Isolation and loneliness.
- Having limited options.
- Being like everybody else.
- Not being able to express his opinion.
- Actions that do not bring results.
- Interactions based exclusively on facts.
- Making unpopular decisions.
- Being left without support.
- Working with reserved, passive and unenthusiastic people.
- Submitting to strict discipline.
- Being in a very regulated work environment.
- Doing jobs that require precision.
- Being dependent on people or insurmountable circumstances.
- Bureaucracy and formalism.
- Pessimism, boredom and monotony.
- Difficult and tense relationships with people.
- Losing and failing.
- Working for an indecisive and slow supervisor.



Decision Making Style (scales)

Is it possible to change those characteristics of human behavior of which we are not aware? Yes, no and maybe. We are convinced that the only way to achieve that is to understand one's own behavior better. Below you will find the measurements of decision-making competences.

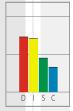
Disposition to risk-taking
Orientation on popular decisions
Quick, initiative choice
Careful decisions based on system analysis and planning
Concentration on current day-to-day tasks
Careful deliberation on a problem
Aptitude for active reforms
Securing and maintaining stability
Ability to make optimal decisions under pressure
Flexibility/Dependence on other people's decisions
Competitiveness/Openness to confrontation
Solving problems concerning people
Ability to find compromises
Disposition to perfectionism /Course on quality
Careful decision making based on
methodical analysis and planning Assisting others in solving mutual problems



Proactiveness and Leadership

The main task of a manager in relation to people is to be a good leader. The goal of a manager is to make the specific skills and strengths of every person productive. The competences listed below were carefully selected to build up the most efficient work strategy.

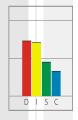
	1 10
Ability to earn reputation	6.7
Ability to motivate by setting personal example	6.4
Being initiative and positive while solving project tasks	6.7
Applying different managerial approaches depending on a situation	5.3
Ability to show perspectives and overall team goals	5.2
Anticipation of the possible course of events and search for optimal solutions	4.4
Transmission of corporate culture and company values	4.7
Independent decision making	7.0
People-oriented leadership	6.3
Ability to create friendly and positive environment within a team	5.3
Encouraging employees to passing critical judgements constructively	5.4
Aspiration for development/ Progressiveness	5.6
	1 10



Management Style

Management style in large part determines the success and the dynamics of the organization. From it depend many key-factors such as: motivation of empolyees, their attitude towards work and loyalty to the company, interpersonal climate, etc. This chapter discusses the traces and trends in behavior of the respondent as a manager.

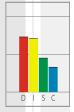
	Ability to set clear objectives and allocate production roles within a team
	Commitment to system in management
	Distinguishes strengths and achievements of employees
	Is concerned with creating a positive environment within a team
Info	rmed, manager with objective judgements and attention to details
	Encourages independence and initiative of employees
	Ability to employ other people's potential for the benefit of team objectives
ć	Assesses the work of employees and provides them with objective feed-back
	Management logistics and coordination of employees' work
	Is personally involved with employees, seeks to create team spirit
	Creates a tensed environment within a team to increase productivity
	Defers to the team's opinion
	Harsh motivation of employees to achieving set goals
Α	oility to calm people down and cheer them up, gain their voluntary subordination
	Concentration on routine management processes
	Control over mistakes and shortcomings in work of employees



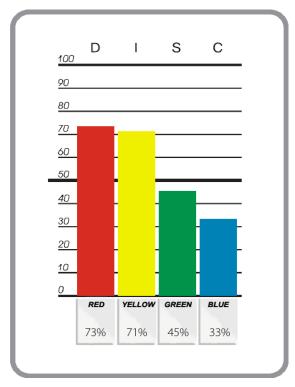
Strategic and Systemic Vision

Today success of a large company depends more on the teamwork of managers than on the efforts of a single leader. Often managers speak in favor of such teamwork but in reality maintain a work style that does not allow for sincere communication and effective interaction. Given below are competencies in the area of strategic and system vision of company projects

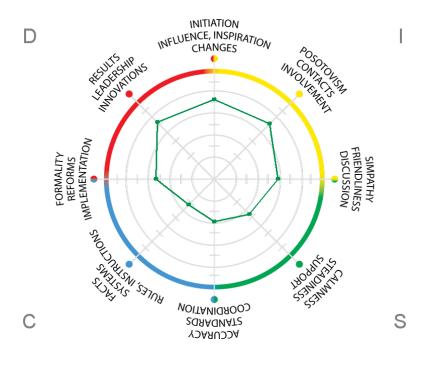
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Understanding the strategies of the client-company and its goals	4.8
Recognition of the role of a single project within the framework of the entire enterprise	5.4
Project risk assessment	3.1
Perspective vison.	7.0
Grasp of the importance of divisions inter-relatedness within a company	5.4
Efficient balance between compliance with procedures and business development	4.8
Emphasis on positive aspects in the course of project development	6.9
Consciousness of project deadlines	6.4
Application of tried-and-true, safe work methods	5.6
Ability to prioritize	6.4
Work with special attention to details	3.1
Methodical approach to the analysis of his/her mistakes	3.4
	1 10



JOB PROFILE



Job Profile INITIATOR



INSUNRISE ROSE - Job Profile

Introduction

INSUNRISE ROSE is a powerful multifunctional tool that can be applied independently or combined both, with the individual or Job Profile reports.

INSUNRISE ROSE was developed on the basis of DISC Model, designed to help each applicant to understand both himself and others better.

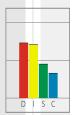
INSUNRISE ROSE helps to:

- Identify job matching
- Fix the difference between one's conscious and unconscious behavior;
- Identify and prevent inner stress;
- Minimize inconsistencies between one's way of behaviour at work and outside it;
- Helps to work out strategies to improve team spirit

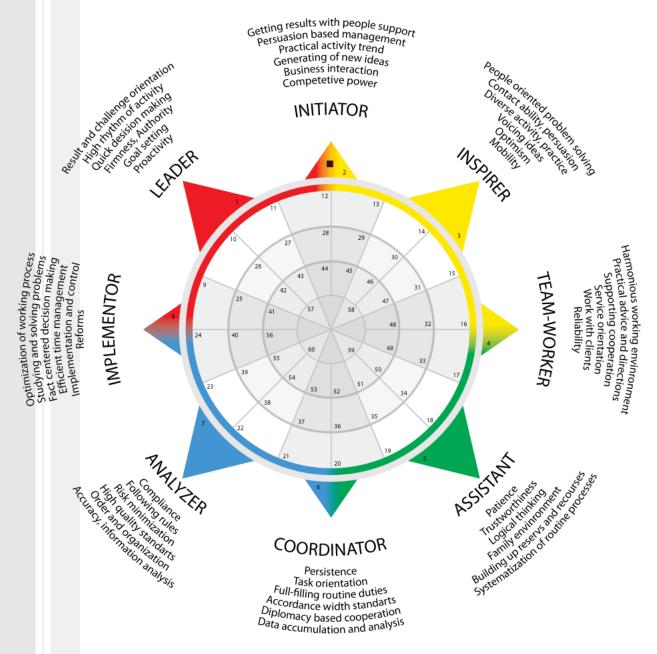
To analize the degree of job matching or direction of adaptation of behavior, it is necessary to compare the distance between the indicators of the Job (square) and Natural (rhomb) or Adapted Behavior (star) of one or more employees.

To observe the team dinamyc it is advisable to place on the INSUNRISE ROSE the indicators of the Job position and then the ones of Natural and Adapted Behaviour of all members of the team and analize the correlation between them.

Such method allows to identify quickly the areas of possible conflicts between members. You will be also able to see how to improve interaction and mutual understanding within the team.



INSUNRISE ROSE - JOB PROFILE INDICATION



Job Profile: INITIATOR

STYLE DESCRIPTION: Energetic, communicative, extravert, moderately trusting, creative, inspiring, charismatic, original, enthusiastic, competitive, likes diversity and change, convincing, strong-willed, impulsive, determined, challenging, optimistic, independent, responsible, strong in his beliefs, unmethodical

