

JOB DESCRIPTION DISSECTION

This is a sample job description. Use this as a guide for considering specific components most listings have in common. The blank space can be for answers to the questions.

INDUSTRY

Which industries interest you the most and fit your characteristics and talents?

WORKPLACE

What type of work environment would you like best? (culture, atmosphere, etc.)

TASKS

What do you hope to do from day to day and hour to hour at your job?

STORE MANAGER JOB

Job Responsibilities

- Responsible for overseeing department or directing overall operations of privately owned businesses, publicly held corporations, and nonprofit institutions across various industries.
- Capable of helping companies achieve their goals and objectives, such as increasing sales, productivity, profitability, and industry penetration.
- Proficient in data analysis and able to assist in making crucial business decisions.
- Ability to make decisions that will positively impact the company

Qualifications

Bachelor's Degree or 5+ years of experience

Skills

Leadership, customer service, point of sale system

Compensation

Starting salary- \$65,000 + comprehensive retirement package.

SALARY/BENEFITS

What type of salary and benefits are you seeking? Think both starting and long term.

SKILLS

What will you need to know and apply in your workplace?

HOURS

How do you envision your future balance of work, life commitments, and schedule?

JOB TITLE

What job titles sound like a good fit for you?

QUALIFICATIONS

What type of credentials and experience do you anticipate earning?