



**ENGR 130 - Job Posting Analysis**  
**10 Marks**

Review the Sample Job Descriptions in the unit on Deconstructing a Job Posting and find one that you consider appropriate for your knowledge, skills, and attributes. Complete this Job Posting Analysis form then save it as a PDF document and upload it to Brightspace.

**Marks As Indicated in Brackets; Partial Marks Will Not Be Given**

<b>A (1)</b>	<b>Position:</b>	Junior Quality Assurance /Quality Control
	<b>Name of Organization:</b>	VertiGIS

<b>WHAT IS REQUIRED TO DO THIS JOB?</b>		
	<b>Pick 3 of the competencies listed in the job description that you believe you can make a case for.</b>	<b>Write a competency statement for each competency you picked. The competency statement <u>must</u> start with an action verb. Describe what you did, what skill(s) were involved and what the outcomes or accomplishments were.</b>
<b>B (2)</b>	<b>Competency 1:</b>  <b>Communication Skills</b>	<b>Statement 1:</b>  Communicated with officers from Marketing, HR, and Mental Support Department for any client related issues. <a href="#">ProjectDebi</a>
<b>C (2)</b>	<b>Competency 2:</b>  <b>Programming, Testing and Debugging Skills</b>	<b>Statement 2:</b>  Worked as a front-end beta-tester in building the android version of a local food order and delivery service.
<b>D (2)</b>	<b>Competency 3:</b>  <b>Attention to details, Organizational Skills</b>	<b>Statement 3:</b>  Organized and Managed Events  Communicated with clients first-hand, listening and noting down specific criteria-related details, before turning their cases to experts in the team. <a href="#">ProjectDebi</a>



**HOW WELL DO YOU FIT THIS JOB?**

**E (2)**

**Choose one of the competencies above and make a case for it in two to four sentences as you would present it in a cover letter. Ensure that you are giving an example that illustrates where/how you developed this competency. Make sure to be specific enough so someone can visualize what you are describing.**

**Communication Skills:** While working in Operations Management Officer, I had to communicate with people from different departments in the organization as well as clients on a daily basis, be it face-to-face or online. I learnt to keep note of little details from 10+ clients every day, keeping tabs by organizing the details and presenting it to the specific departments/teams for handling the case from that point.

**F (1)**

**Answer the question “Why are you applying for this job?” which you will need to answer in a cover letter or interview. Consider the employer’s point of view in your answer. What about your motivation would matter to them? (1-2 sentences)**

I believe VertiGIS sees the importance of innovative solutions, customer-focused service, and good workforce. I believe VertiGIS will help me start my engineering experience from ground on, through their effective and quintessential workforce, through their teamwork and efforts.