**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**

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| **A (1)** | **Position:** | Junior Quality Assurance /Quality Control |
| **Name of Organization:** | VertiGIS |

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|  | **WHAT IS REQUIRED TO DO THIS JOB?** | |
|  | **Pick 3 of the competencies listed in the job description that you believe you can make a case for.** | **Write a competency statement for each competency you picked. The competency statement must start with an action verb. Describe what you did, what skill(s) were involved and what the outcomes or accomplishments were.** |
| **B (2)** | ***Competency 1:***    **Communication Skills** | ***Statement 1:***  Communicated with officers from Marketing, HR, and Mental Support Department for any client related issues. [ProjectDebi](https://www.projectdebi.com/about-2/) |
| **C (2)** | ***Competency 2:***    **Programming, Testing and Debugging Skills** | ***Statement 2:***  Worked as a front-end beta-tester in building the android version of a local food order and delivery service. |
| **D (2)** | ***Competency 3:***  **Attention to details, Organizational Skills** | ***Statement 3:***  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. [ProjectDebi](https://www.projectdebi.com/about-2/) |

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|  | **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. |