





# Job Description

- JD-WC-001 
- JD-WC-002 
- JD-WC-003 
- JD-WC-004 

# JD-WC-001 ??????????????

## ??????????

1.
2.
3.
4.  . ( )

4.1.

4.2.  ( )

4.3.

5. 

5.1.  / Area  
Manager

5.2.  , - / / AreaManager

6.

7.

## ?????????? & ????????????????

1.

2.

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1.

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5.

☐ Checklist

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07.50-08.00 <input type="text"/> .	<input type="text"/> Morning Brief <input type="text"/>
08.00-08.30 <input type="text"/> .	<input type="text"/> <input type="text"/> (SAP,SML,CCTV,Printer,Papers,Computer, <input type="text"/> )
08.30-09.00 <input type="text"/> .	<input type="text"/>
09.00-09.30 <input type="text"/> .	<input type="text"/> <input type="text"/> Stock Card
10.00-11.00 <input type="text"/> .	<input type="text"/> <input type="text"/> ( <input type="text"/> )
11.00-12.00 <input type="text"/> .	<input type="text"/> ( <input type="text"/> ) <input type="text"/>
12.00-13.00 <input type="text"/> .	<input type="text"/>
13.00-16.00 <input type="text"/> .0	<input type="text"/> <input type="text"/> 1 <input type="text"/> - <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> - <input type="text"/> <input type="text"/>
16.00-17.00 <input type="text"/> .	<input type="text"/> <input type="text"/> <input type="checkbox"/> Location <input type="text"/>



07.50-08.00 □ .	<div style="display: flex; justify-content: space-between;"> <span>□□□□□□□□□□□□□□□□</span> <span>Morning Brief</span> </div> <div>□□□□□</div>
08.00-08.30 □ .	<div style="display: flex; justify-content: space-between;"> <span>□□□□□□□□□□□□□□□□□□□□</span> </div> <div>□□□□□□□□□□</div> <p>(SAP,SML,CCTV,Printer,Papers,Computer,□□□□ )</p>
08.30-09.00 □ .	<div style="display: flex; justify-content: space-between;"> <span>□□□□□□□□□□□□</span> </div>



# JD-WC-003 ??????????

## ?????????

1.
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3. 

3.1

3.2

3.3
4.  (  )
5.

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1.  /
2.  /
3.

## ????????

1.  /  /
2.
3.
4.  Location

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07.50-08.00 早 .	Morning Brief 早
08.00-08.30 早 .	(SAP,SML,CCTV,Printer,Papers,Computer, )
08.30-09.00 早 .	
09.00-09.30 早 .	Stock Card
09.30-12.00 早 .	
12.00-13.00 早 .	
13.00-16.00 早 .	
16.00-17.00 早 .	Location

[illegible]

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4	



A standard 1D barcode consisting of vertical black bars of varying widths on a white background.A standard 1D barcode consisting of vertical black bars of varying widths on a white background.

# JD-WC-004

## ????????????????

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1.
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6. 

6.1

6.2
7.  (  )

7.1















7.2

7.3

Checklist

### ?????????? & ??????????????????

1.
2.
3.
4.
5.
6.

1.   

2.   

3.   

4. 
5. 
6.   

7. 
8. 

07.50-08.00		Morning Brief
08.00-08.30	Checklist	
08.30-09.00	&	
09.00-10.00	- Vender Location ( )	
10.00-12.00	1 : ( ) 2 :	
12.00-13.00		

