

J?D-MC-002 Job Description /

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| ???????? () | ???????? | ???????? () | Category Manager |
| ??? | ???????? | ??? | ???????? |
| ???????? | ???????? | ???????? | G6 |

???????? (Job Purpose)

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???????? (Key Responsibilities)

| | | |
|---|--------------------------------------|--|
| ???????? / ???????? (Key Responsibilities and Activities) | ???????? ???? (Key Objectives) | ???????? ???????? (Performance Indicators) |
|---|--------------------------------------|--|

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| <div><u>Drop Ship</u></div> |
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Collective Action

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/
(Major Challenges)

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(Subordinate's Responsibilities)

| (Position) | (Job Scope) |
|------------|-------------|
| | |
| | |

(Financial Responsibilities/Authorization)

| (Item) | (Amount/Authorized level) | | |
|--------|---------------------------|-------------------------|---------------------|
| | (Own Decision) | (Consulted by Superior) | (Superior Approval) |
| | / | / | / |
| | / | | / |

1.

Microsoft Office
2.

Internet
3.

BC Account

(Education Background)

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(Certification/Licensing)

(Professional Experiences)

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10

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10

(Competencies)

| <div><div></div></div> <div>(Knowledge)</div> | <div><div></div></div> <div>(Skills)</div> | <div><div></div></div> <div>/</div> <div><div></div></div> <div>(Mental Abilities/Personalities)</div> |
|---|--|--|
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|---|--|--|
| <div>XXXXXXXX</div> <div>(Prepare By)</div> | <div>XXXXXXXXXX</div> <div>(Approved By)</div> | <div>XXXXXXXXXXXXXX</div> <div>(Acknowledged By)</div> |
| <div>(.....)</div> <div>XXXX</div> | <div>(.....)</div> <div>XXXX</div> | <div>(.....)</div> <div>XXXX</div> |

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