

JD-OD-002

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

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

???? (Key Responsibilities)	???? (Key Activities)	????
???? ???? ????	1.1 ???? ???? ???? 1.2 ????? / ???? ???? ???? ???? 1.3 ???? ???? ???? ?? 1.4 ????? ???? ???? ????	1.1 ???? ???? ???? ?? ?

[illegible]

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The diagram illustrates the relationship between TQM (Total Quality Management) and ISO (International Organization for Standardization) standards. It is organized into two main columns: 'TQM' and 'ISO'. The 'TQM' column lists various principles and standards, while the 'ISO' column lists specific ISO standards. The 'TQM' column is further divided into 'TQM' and 'ISO' sub-columns. The 'TQM' sub-column lists principles such as Customer focus, Leadership, Process approach, etc. The 'ISO' sub-column lists standards such as ISO 9000, ISO 14000, ISO 26000, etc. The 'ISO' column lists specific ISO standards such as ISO 9000, ISO 14000, ISO 26000, etc. The diagram shows how these standards are related to the TQM principles.

TQM	ISO
Customer focus	ISO 9000
Leadership	ISO 14000
Process approach	ISO 26000
...	...

□□□□□ (Position)	□□□□□□□□□□ (Job Scope)

<div> <div>□□□□□</div> <div>(Item)</div> </div>	<div> <div>□□□□□□□□□□□□</div> <div>(Amount/Authorized level)</div> </div>		
	<div> <div>□□□□□□□□□□</div> <div>(Own Decision)</div> </div>	<div> <div>□□□□□□□□□□</div> <div>(Consulted by Superior)</div> </div>	<div> <div>□□□□□□□□□□</div> <div> <div>□□□□□□</div> <div>(Superior Approval)</div> </div> </div>

???????????????????????????????? (Working Relationship)

<div><div></div><div></div><div></div></div>	<div><div></div><div></div></div>	<div><div></div></div>
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???????????????????? (Job Specifications)

(Education Background)
























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(Certification/Licensing)

???????????????????? (Professional Experiences)

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???????????????????? (Competencies)

<div><div></div><div>(Knowledge)</div></div>	<div><div></div><div>(Skills)</div></div>	<div><div></div><div>/</div><div></div><div>(Mental Abilities/Personalities)</div></div>
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<ul style="list-style-type: none"> -   -   (KPI) -   	<ul style="list-style-type: none"> -  -    -   	<ul style="list-style-type: none"> -  -  -   -  -  -  -  -  -  
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????????????? ? (Others)

<div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> <div>(Prepare By)</div> </div>	<div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> <div>(Approved By)</div> </div>	<div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> <div>(Acknowledged By)</div> </div>
<div> <div>(.....)</div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> <div>...../...../.....</div> </div>	<div> <div>(.....)</div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> <div>...../...../.....</div> </div>	<div> <div>(.....)</div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> <div>...../...../.....</div> </div>

JD-OD-001

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

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

???? (Key Responsibilities)	???? (Key Activities)	????
???? ???? ?	1.1 ???? ???? ???? 1.2 ???? / ???? ???? ???? ???? 1.3 ???? ???? ???? ?? 1.4 ???? ???? ???? ???? ????	1.1 ???? ???? ???? ????

<div> <div></div> <div></div> <div></div> </div> <div>(IA) TQM</div>	<div>1.1</div> <div></div> <div></div> <div>1.2</div> <div></div> <div></div> <div></div> <div>1.3</div> <div></div> <div></div>
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<p>- 文档控制 (Document Control)</p> <p>- 工作指导书 (Work Instruction)</p>	<p>1.1</p> <p>1.2</p> <p>1.3</p> <p>1.4</p> <p>1.5</p> <p>1.6</p> <p>(Work instruction)</p>	<p>1.1</p> <p>1.2</p> <p>1.3</p>
<p>OKRs</p>	<p>1.1.</p> <p>1.2</p> <p>1.3</p>	<p>1.1</p>
<p>Key Performance Indicator (KPI)</p>	<p>1.1</p> <p>1.2</p>	<p>1.2</p> <p>Key Performance Indicator (KPI)</p>

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The diagram illustrates the relationship between TQM (Total Quality Management) and ISO (International Organization for Standardization) standards. It is organized into two main columns: 'TQM' and 'ISO'. The 'TQM' column lists principles such as Customer focus, Leadership, Process approach, Evidence-based decision making, and Improvement. The 'ISO' column lists various standards including ISO 9000, ISO 14000, ISO 26000, and others. The diagram shows how these standards align with the TQM principles.

□□□□□ (Position)	□□□□□□□□□□ (Job Scope)

<div> <div>□□□□□</div> <div>(Item)</div> </div>	<div> <div>□□□□□□□□□□□□</div> <div>(Amount/Authorized level)</div> </div>		
	<div> <div>□□□□□□□□□□</div> <div>(Own Decision)</div> </div>	<div> <div>□□□□□□□□□□</div> <div>(Consulted by Superior)</div> </div>	<div> <div> <div>□□□□□□□□□□</div> <div>□□□□□□</div> <div>(Superior Approval)</div> </div> </div>

???????????????????????????????? (Working Relationship)

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<div><div></div></div>	<div><div>-</div><div></div><div></div><div>-</div><div></div><div></div><div>KPI</div><div>-</div><div></div><div>CAR./PAR.</div><div>-</div><div></div><div></div><div></div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div><div>2</div><div></div></div>

(Job Specifications)

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(Education Background)

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(Certification/Licensing)

(Professional Experiences)

1

(Competencies)

<div><div></div><div>(Knowledge)</div></div>	<div><div></div><div>(Skills)</div></div>	<div><div></div><div>/</div><div></div><div>(Mental Abilities/Personalities)</div></div>
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<div>- <div></div></div> <div><div></div></div> <div>-</div> <div><div></div></div> <div><div></div> (KPI)</div> <div>-</div> <div><div></div></div> <div><div></div></div>	<div>- <div></div></div> <div>-</div> <div><div></div></div> <div><div></div></div> <div><div></div></div> <div>-</div> <div><div></div></div> <div><div></div></div>	<div>- <div></div></div> <div>- <div></div></div> <div>-</div> <div><div></div></div> <div><div></div></div> <div>- <div></div></div> <div>- <div></div></div> <div>- <div></div></div> <div>- <div></div></div> <div>- <div></div></div> <div>- <div></div></div> <div>-</div> <div><div></div></div> <div><div></div></div>
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(Others)

<div><div></div></div> <div>(Prepare By)</div>	<div><div></div></div> <div>(Approved By)</div>	<div><div></div></div> <div>(Acknowledged By)</div>
<div>(.....)</div> <div><div></div>/...../.....</div>	<div>(.....)</div> <div><div></div>/...../.....</div>	<div>(.....)</div> <div><div></div>/...../.....</div>