

Student Name: MD Anowar Hossain
Student Number: 2332526
Course Name: Human Capital management
Lecturer Name: Nishi Ramsurrun
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Prifysgol Cymru

Y Drindod Dewi Sant

University of Wales

Trinity Saint David

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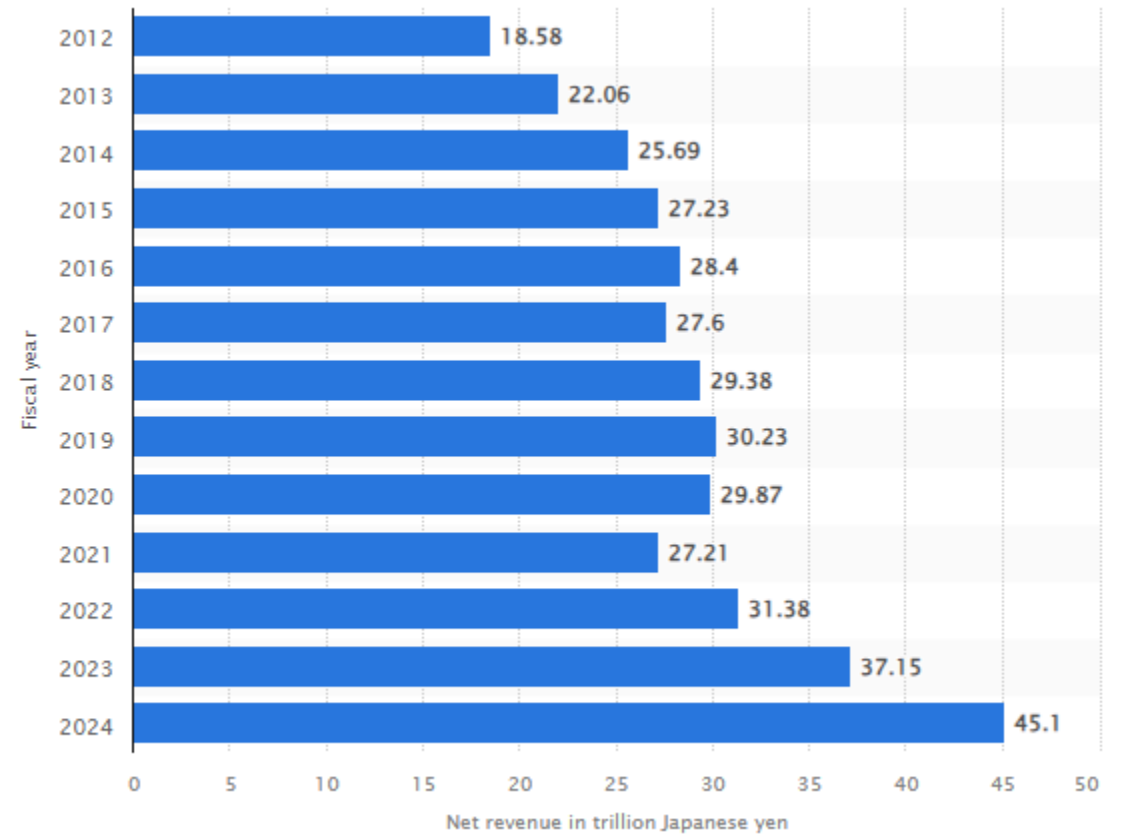
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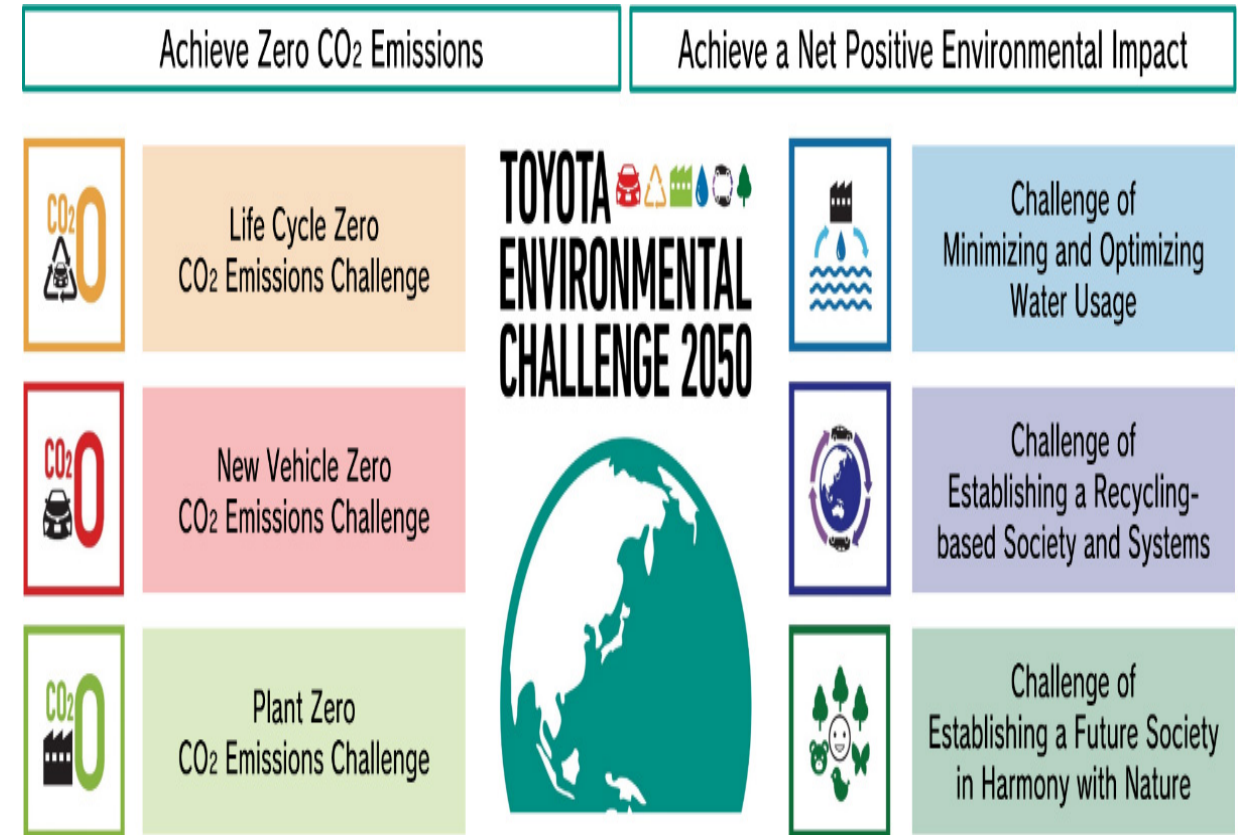
Introduction of Chosen Organisation

- Toyota is a multinational company, and the headquarters of the concerned company is situated in Japan.
- The mission of the concerned company is to develop better cars for the future and give freedom to everyone to move, which provides *“happiness to all”* (Toyota, 2024a).
- By the end of 2024, the revenue of Toyota will reach around **¥45.1 trillion**, which is comparatively higher than the previous year (Carlier, 2024).



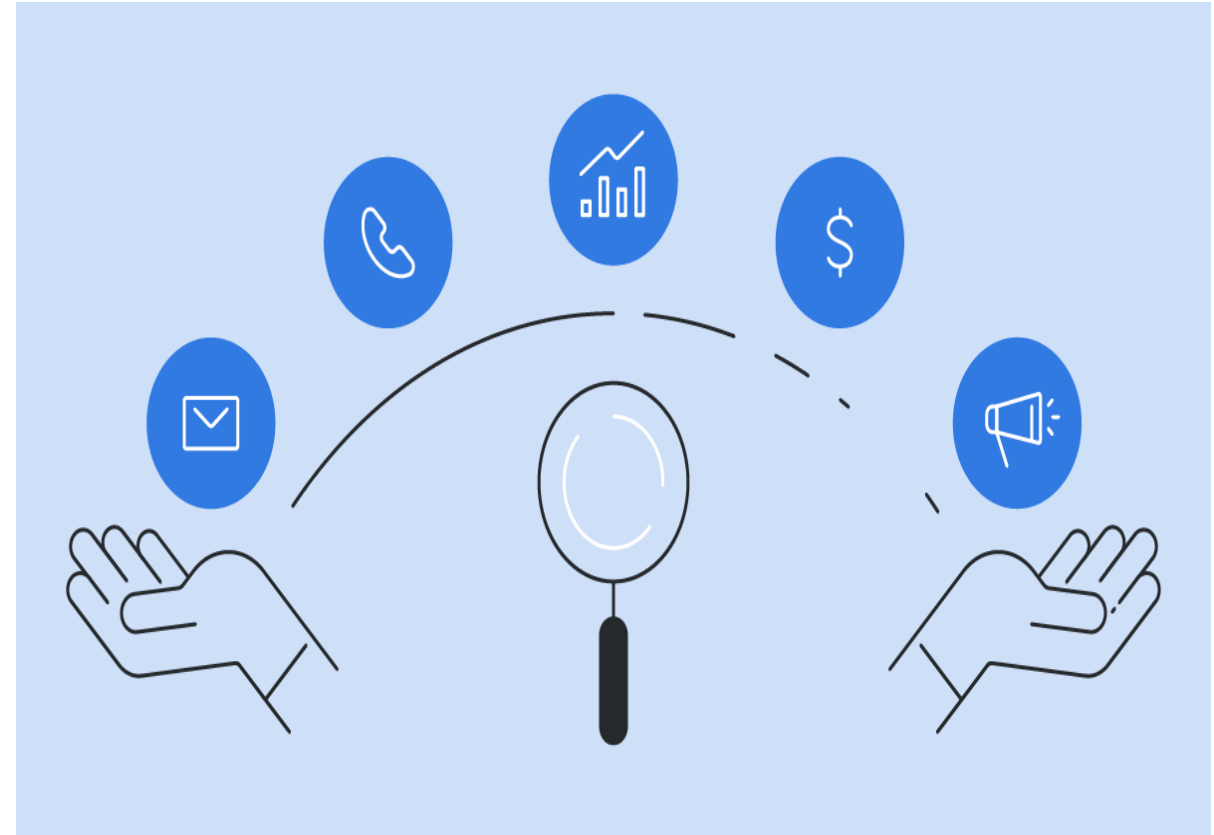
Strategic Goal of Chosen Organisation

- “*Challenge 2050*” has been set by the management of Toyota and this goal has been developed by mitigating negative impacts on the environment (Toyota, 2024b).
- 6 visionaries have been set by the concerned company, and the primary focus has been shifted by this company to manufacture new vehicles, which are carbon neutral.
- The primary focus areas of this company are carbon neutrality, maintaining biodiversity, reducing the waste of water, and responsible use of materials.



Job Analysis / Position

- A *Junior Sales Officer* helps a company enhance the engagement of customers in the business (Sharma *et al.* 2020).
- Getting ideas about the marketing and advertising of products are crucial job roles of a Junior Sales Officer, which increase profits and sales of the business.
- Junior Sales Officers collaborate with senior sales officers to solve customer issues and generate sales.



Job Description

- ***Designation-*** Junior Sales Officer
 - ***Location-*** UK
 - ***Shift Time-*** 8:30 AM to 6:00 PM
 - ***Salary-*** £22,887.90 per annum
 - ***Reporting To-*** Senior Sales Officer
- ***Roles and Responsibilities***
 - To understand the needs of the customers and design sales strategies based on that
 - To plan marketing and advertisement strategies to increase customer engagement and brand loyalty
 - To increase the overall sales of the company that positively impacts on the business's profitability

Person Specification

	Essential	Desirable
Qualifications	Bachelor's Degree in Business Management	Master's Degree in Business Management
Skills	Excellent written and verbal communication and Presentation skill.	Cash and financial service management skill
Personal Attributes	Confidence and Team Player	Creative thinking and learning
Experience	Minimum 6 months	1 year and above
Knowledge	Knowledge about car specifications.	Ability to convince two clients per month. Relevant achievement in car sales.

Required skills

- Active listening is one of the common and essential skills for a junior sales executive and this is the reason the customer satisfaction level has been increased (Reingoldt, 2022).
- During the presentation about the vehicle to customers, the sales officer also focused on improving time management skills.
- Analytical skills help a junior sales officer to provide statistical information, which draws the attention of customers.



Pay and Working Conditions

- In the UK, a junior sales officer gets paid by Toyota around **£22,887.90 per annum**, which depends on the experience of the employee (Indeed, 2024a).
- In Honda, the junior sales officers get paid around **£28,956 per annum** (Indeed, 2024b).
- In Toyota, the training schedule has been weekly provided to its junior sales officers, however, Honda provides training every month.



Flexible Working Arrangement with Justifications

- In 2020, the management of Toyota provided flexible working hours for employees, and WIN-WIN policies have been developed by this company (Toyota, 2022).
- Flexible working hours help the management of Toyota to encourage its Junior sales officers and other employees.
- The customer satisfaction level has increased because of the polite behaviour of sales officers, which comes from work flexibility.



Conclusion

- Junior Sales Officer in Toyota will help the management to enhance the sales opportunities.
- Various types of skills and attributes of candidates help the management to select junior sales officers.
- Honda is one of the primary competitors of Toyota and the business operations of those companies focused on satisfying customers.



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