Anatomy of a Job

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Job Description: formal or informal is developed
Employer inventories

Tasks needed to deliver a Product or a Service

Related Tasks are Added:

Additional elements such as: punching time clock, quality checks, customer options/add-ons, work-arounds & problem-solving, data collection such as time sheets or inventory or invoicing, tool maintenance, making the coffee, cleaning the shop....
Employer inventories *TASKS* needed to deliver a Product or a Service

The Whole Job might Include:

Estimating collision damage, ordering supplies, fixing dents, mixing bondo, sanding, masking, mixing paint, removing chrome trim & bumpers, prepping the paint surface, applying paint, compounding the finish/buffing…plus all the Additional Tasks
Customized Employment Deconstructs the Whole Job & Matches Vocational Themes, Tasks, Work Conditions with a Specific Person
Job Analysis involves recognizing: Core, Episodic & Work Related Tasks

Core Tasks occur predictably. They repeat often. They are the easiest to learn due to repetition. They are at the heart of the work.

See Callahan & Garner
Episodic Tasks are somewhat less predictable. They repeat less often. They are more difficult to learn due to lessened frequency. They are essential to many job descriptions, but may be ripe for customization, elimination, modification....

See Callahan & Garner
Work Related Tasks support our success at maintaining employment.
They might involve Transportation.
They might involve taking Medication.
They might involve packing a lunch, washing our clothes, making sure we are ready each day for work....

See Callahan & Garner
Recognizing the Culture of the Company is important for a good ecological fit:
Dress, Humor, Values, Effort, Conversation, Respect, Attitude, Politics, Muscle, Intellect, Tradition….

See Callahan & Garner
Interest-based Negotiation provides an economic rationale to amalgamate specific tasks into a wholly new job.

In the Body Shop this might mean someone: sands, masks, shoots primer, buffs, drains the air compressor, makes the coffee, runs errands, details the vehicle...hopefully adding skills and tasks over time.