GMAT 80 ( ) PDF

48. In matching job candidates
with job openings ( , , ),
managers must consider not only such variables as previous work
experience and educational background but also personality traits
and work habits, which are more difficult to judge. What do you
consider essential in an employee or colleague? Explain, using
reasons and/or examples from your work or worklike experiences,
or from your observations of others.

and/or

1.

2.

3.

honest honesty dishonest dishonesty loyal loyalty instead An employee with excellent expertise and a lot of previous work experience but dishonest and not loyal to the company will sometimes do no good to the company while do harm instead, because they may use their expertise and experience to do something that can benefit themselves while damage the company. optimistic pessimistic optimism pessimism negative positive index quantify recessive likewise compatible interdependent dependent independent quantifiable Thesis sentence: in spite of work experience and education background, there are many other factors, which are difficult to judge, essential in job candidates 0selection. View1: Loyalty is an important factor in determine whether a candidate will make contribution to the company. View2: people's attitudes towards life is also affect much on work performance. Positive ,passive, initiative, creative View3: Communication and cooperation abilities become more and more important in today's business world. Team work, harmonious personnel environment In the hiring process, it is more difficult to assess personality and work habits than to determine work experience and educational background. Even so, it is important to try and judge the less quantifiable (adj.                    ) characteristics of a prospective colleague or employeesuch as honesty, reliability, creativity, self-motivation, and the capacity to get along and work well with others. If it doesn't seem obvious that these are important

qualities in a coworker, then consider the alternatives.First of all, dishonest or unreliable workers harm an organization in many ways. Dishonest employees impose costs on a company whether they steal on the grand or small scale. just taking a few days of unwarranted sick leave here and there (from time to time) can add up to significant lost productivity. And lying about progress on a project can result in missed deadlines and even lost contracts. Unreliability works the same way. if an employee cannot meet deadlines or fails to appear at important meetings, the organization will suffer accordingly.In addition, coworkers who lack motivation or creativity take some of the life out of an organization. To the extent that employees simply plug along, the company will be less productive In contrast, employees who have imagination and the motivation to implement ideas are productive and can spark those around them to greater achievement.Finally, employees who cannot get along with or work well with others can as well be detrimental to the organization. The mere presence of a troublemaker is disruptive. moreover, the time such people spend on petty disagreements is time away from getting the job done successfully. In addition, those who cannot smoothly coordinate their efforts with others will end up making things more difficult for everyone else.In conclusion, it may not be easy to judge the personality traits and work habits of prospective employees, but it certainly is worth the effort to try. Having coworkers who are honest, reliable, creative, self-motivated, compatible with one another and good team players will greatly enhance everyone's work life, and benefit an organization in the most significant waywith greater

productivity. 100Test