



A Practical Guide to Job Analysis

Erich P. Prien, Leonard D. Goodstein, Jeanette Goodstein, Louis G. Gamble Jr.

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Presenting the first book that provides HR professionals with a context for understanding the importance of doing a proper job analysis together with a step-by-step guide to conducting such an analysis. This unique guide contains a series of eight ready-to-use templates that provide the basis for conducting job analyses for eight different levels of job families, from the entry-level to the senior manager/executive.

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