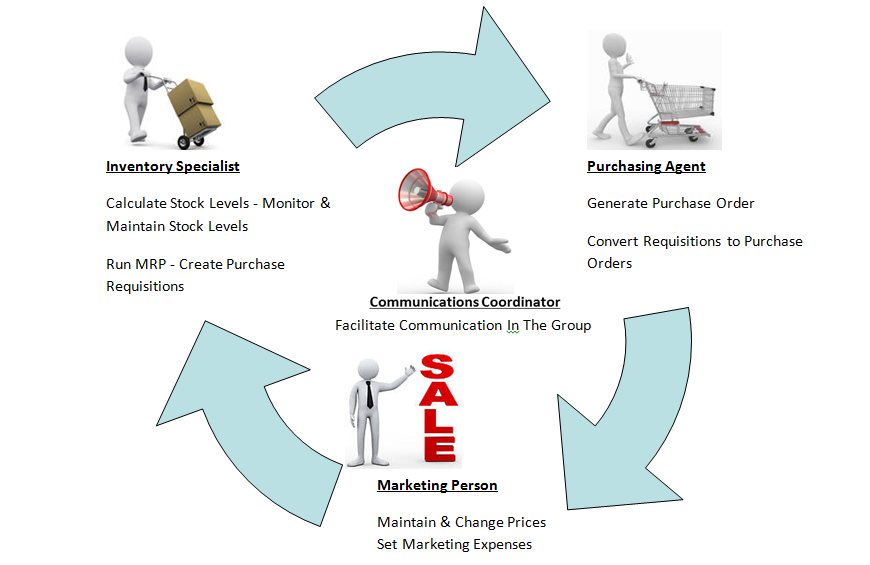
|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | **Company Employees** | **User ID** | | Marketing Person | $ 1 | | Inventory Specialist | $ 2 | | Purchasing Agent | $ 3 | | **Communications Coordinator** | $ 4 |  Communications Coordinator Responsible for facilitating communication in the group.  Observe team operations and optimize.    **TASKS:**   * Observe reports of team members and make recommendations. * Lead the strategy discussion with the team.   **COMMUNICATION:** (Examples of Team Communications)   * To the Inventory Specialist   + What are our inventory levels at?   + What products are we running out of and need to raise prices on?   + Have we received our inventory? * To the Marketing Coordinator   + What are you currently marketing   + What product are we spending the most on marketing?   + What percentage of sales are you marketing? * To the Purchasing Agent   + When will we be receiving more stock? I stopped marketing (1L Clear Pure, 500ml Lemon etc.) because we are out of stock.   + We have decreased prices on (1L Clear Pure, 500ml Lemon etc), are we above the cost of the products? |



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Updated: 2016 by faculty at Grand Valley State University, Grand Rapids Michigan