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# Example of Month Fixed Term Contract Job Description

Our growing company is hiring for a month fixed term contract. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for month fixed term contract

* Setting and monitoring team targets and KPI’s
* Hold regular meetings with internal customers to resolve issues and improve communication
* Conducting reviews, appraisals and recruitment of team
* Take ownership of problems/issues and follow through to resolution
* Style pin board shots that accurately depict clothing
* Shoot a minimum of 30 product shots daily
* Follow house styling guidelines
* Learn to use company systems to assist with job role
* Communicate workflow statuses and concerns to Product Styling Manager and Studio
* Production Co-coordinator

## Qualifications for month fixed term contract

* A qualification in Management would be advantageous
* Ability to analyse CVs and determine appropriate matches for vacancies
* Ability and interest in learning new software skills
* Knowledge of best practice on employee selection and employee relations issues relative to the recruitment process
* Ability to communicate and build relationships with key hiring managers at all levels of the organisation
* Able to work independently, prioritise and handle pressure