**A Better Way to Manage Job Descriptions**

**Only 3%** of companies are completely satisfied with their job descriptions.

**63%** find editing and maintaining job descriptions challenging.

**76%** cite limited resources such as time or manpower as difficult coordinating efforts with managers and other team members as their biggest challenge.

**46%** are concerned that their job descriptions are outdated or inaccurate with the actual duties, responsibilities or qualifications of the job.

**82%** use MS Word to write and edit job descriptions.

**74%** use an organization shared drive to store job descriptions.

**How to Change These Statistics?**

**Are You One of Them?**

**38%** are still unfamiliar with Job Description Management Software.

**Definition**

Job Description Management (JDM) Software allows you to create, edit and store your job descriptions in a more systematic way by bringing the whole process to the cloud.

**Benefits**

When everything is online and in one place, you are better equipped to maintain accurate and reliable job information. Also, with an automated cloud-based system, you can transfer valuable job information to and from other systems in order to promote consistencies across a company’s entire HCM landscape.

**Learn**

Go to hrms.com or call 919-351-3085 (562-771) to speak to an HRMS representative today.

**Rethink Job Description Management**

Content for this infographic taken from the 2013 annual compensation planning survey conducted by Buck Consultants, a Korn Ferry Company. Buck Consultants is a strategic partner of HRMS.