

## COMPANY DEPARTMENTS

Advertising Department	responsible for promotions and media campaigns to ensure that customers know about the products
Legal Department	in charge of contracts, mergers, buyouts, takeovers, and law suits
Quality Control Department	responsible for checking the finished goods and making sure that faults are kept to a minimum
Customer Relations Department	in charge of after-sales service, dealing with guarantees and trouble-shooting, as well as telephone hotlines
Market Research Department	responsible for identifying customers' needs through the gathering of data
Sales Department	responsible for personally convincing customers to buy a product, service or concept
Finance Department	in charge of the money resources a company has
Public Relations Department	responsible for the image a company has
Salaries and Wages Department (BE) Payroll Department (AE)	in charge of paying the employees the money they earn
Facilities Management	responsible for the maintenance of equipment and buildings

Human Resources Department	responsible for recruitment, laying-off of employees, training, pay, legal matters regarding the workforce and employer branding and strategy
Dispatch Department	responsible for sending goods to customers who have ordered them
Purchasing Department	responsible for the buying in of raw materials and finished products to be used in production and by office staff
Marketing Department	responsible for placement of the product, price-setting, promotions, launches and strategies
Research and Development Department	responsible for investigation, innovation and improvement of products and processes
Customer Accounts Department	responsible for billing customers for purchased goods
ICT (Information Communication Technology) Department	responsible for main frame computers, PC's and other hardware, data storage, software and electronic communication systems in the company
Production Department	responsible for organizing the work in the factory and ensuring that goods are produced efficiently and on time
Inbound Logistics Department	responsible for material management and movement of raw materials and parts within the company
Outbound Logistics Department	responsible for ensuring that the goods are distributed to the wholesaler, retailer, or branches as needed