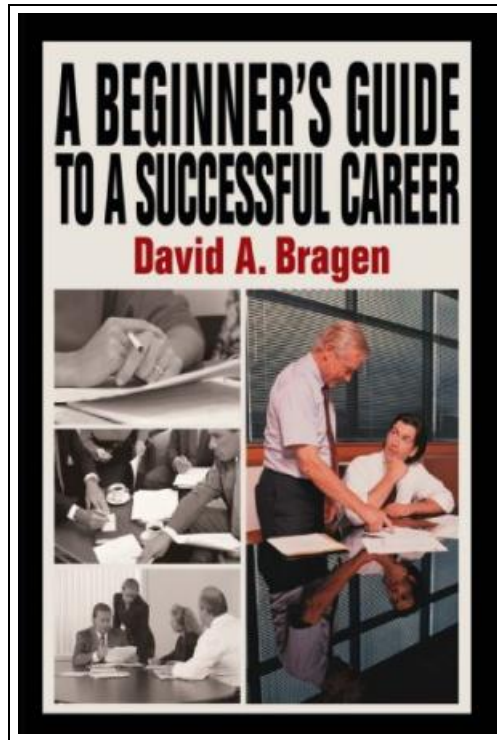


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A BEGINNER S GUIDE TO A SUCCESSFUL CAREER (HARDBACK)



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iUniverse, United States, 2004. Hardback. Condition: New. Language: English . Brand New Book ***** Print on Demand *****. Section One, How to Start Your First Job with Twenty Years Experience, describes some of the hidden challenges that face everyone during their first venture into the trenches of the global business community. Being aware of these challenges and developing an action plan to address them will help you to identify and solve problems before they become mistakes. In Section Two, Real Basic Street Smarts, the author presents the ABCs of success, including tips on travel, office politics, entertainment, and 23 other topics critical to your development as a top-notch business professional. For those who have just been promoted into management, Section Three, Duplicity in Action: What s Your Management Style, is the perfect introductory primer on a variety of management issues, chief among them, developing your management style. The tips and suggestions presented here will help you to feel comfortable in your expanded role and to build a highly productive, motivated team. Section Four, By George, He Can Sell Ice to an Eskimo , is a step-by-step overview of the sales process. You will learn how to get your points across, build a consensus agreement, and close the deal. This information is valuable for everyone in both sales and non-sales positions.



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