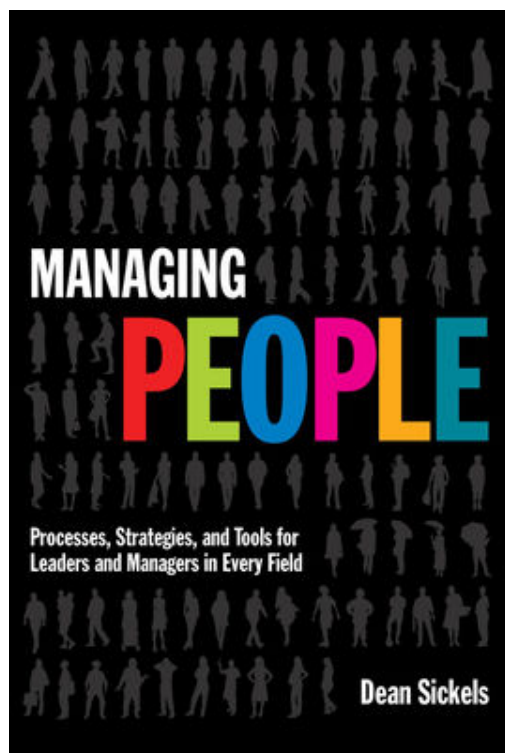


# Télécharger Livres Gratuit Managing People (PDF | ePub | Mobi) Dean Sickels DataBase Book



To lead people successfully you need more than a job title or a corner office. You need tactical and interpersonal skills, management strategies, and administrative tools that will help you juggle tasks, organize your team, and stay focused on implementing your organization's mission. This comprehensive best-practice guide offers practical techniques you can use immediately to improve your performance, whether you're a new leader tackling your first management position or a veteran leader who wants to sharpen your skills. You'll find step-by-step advice about how to create job descriptions, recruit and interview people, and bring them on board smoothly. You'll also learn to delegate tasks, resolve conflicts, cultivate teamwork, and let your team know exactly what you expect. You'll discover ways to streamline in-person and virtual meetings and find tools to help you make plans and develop tasks to reach your organization's goals--and make adjustments along the way. Concise, helpful explanations and plenty of memorable examples make it easy to apply these principles in your job every day--whether you're

a leader in business, education, ministry, or any other field. Steven Beck, Senior Consultant at Gallup, said, "Very rarely do you find a book that inspires you and provides a practical guide for management executives. This book does both."

<b>Title</b>	:	Managing People
<b>Author</b>	:	Dean Sickels
<b>Catégorie</b>	:	Management et direction
<b>Sortie</b>	:	15 sept. 2011
<b>Éditeur</b>	:	Cultiver Group Publishing Company
<b>Pages</b>	:	296
<b>Langue</b>	:	Anglais
<b>File Size</b>	:	600.23kB

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