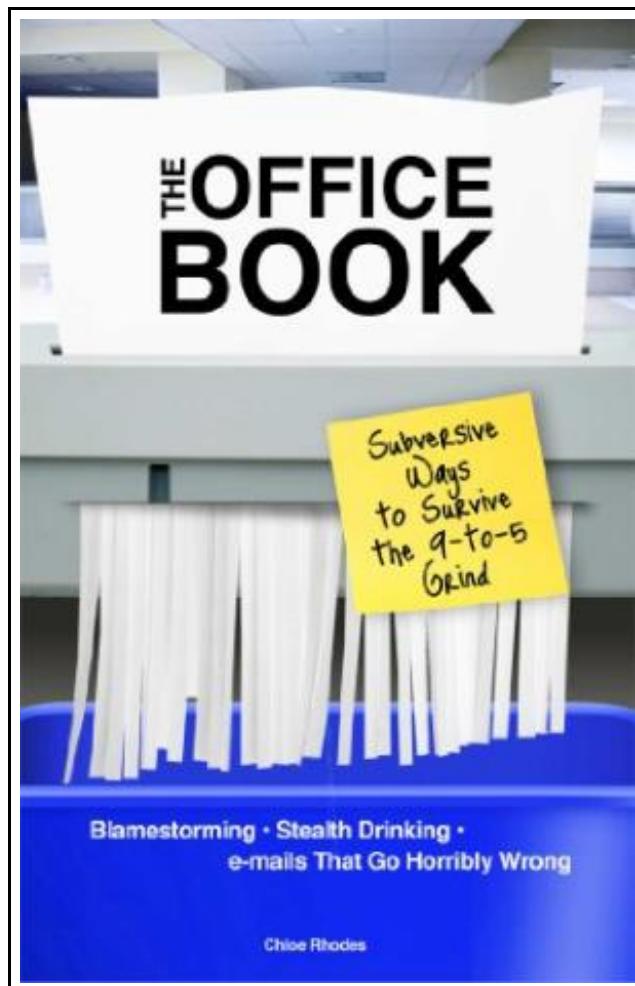


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Reader's Digest Association, United States, 2010. Hardback. Book Condition: New. 198 x 130 mm. Language: English. Brand New Book. Both a field guide to office survival and discussion of the woes and follies in the workplace, The Office Book is a delightfully subversive look at the world of work. Contains anecdotes, real life cover letter gaffes, resume quotes, outrageous emails, and other creative distractions that offer a lifeline from the depths of 9-to-5 monotony. Inside you'll find: Office Survival Rules: Rule #99-If at first you don't succeed, remove all evidence you ever tried Office Games: Including the ever-popular Jargon Bingo Office Language: Fully loaded with a glossary of terms and employee written- and verbal-faux pas Office Decor: Tactics to encourage your employer to purchase items, necessary or not, that will make your space more welcoming Office Horror Stories: When Christmas parties go wrong Playing Hooky: Sneaky maneuvers to acquire a spontaneous personal day Office Waste Management: A list of ways to waste company time With The Office Book, you'll hold the key to surviving the 9-to-5 grind-even if you'll never hold the keys to the corner office.



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