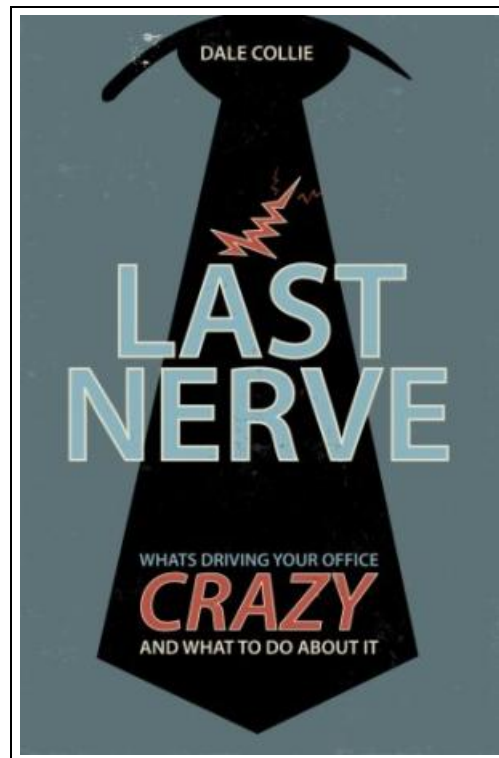


Last Nerve: What s Driving Your Office Crazy and What to Do about It



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(Ms. Kirstin O'Kon)

LAST NERVE: WHAT'S DRIVING YOUR OFFICE CRAZY AND WHAT TO DO ABOUT IT



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Createspace, United States, 2010. Paperback. Book Condition: New. Steve Collie (illustrator). 216 x 140 mm. Language: English . Brand New Book ***** Print on Demand *****.How do you deal with workplace interruptions? What do you say to the person who always arrives late? Do you know what to do when you're expected at a mandatory office party? What can be done about the office gossip or the contrarian who is always argumentative? Is it right for someone to campaign for politicians at your office? Managing workplace stress includes controlling the minor irritants that get on our last nerve. In this book you'll find ways to deal with the day-to-day irritants that add to the overall stress load, affect productivity, and cost your company a lot of money. Each of the situations noted in Last Nerve comes from real life examples, either observed in the Dale Collie's own forty years of leadership experience or from a popular radio program where he answered listener questions about workplace pet peeves. You'll find out how to deal with things such as: Not Enough Work Too Much Work Organize Your Desk Top Good People are Leaving Stuck in My Job Low Tech Boss Fear of Public Speaking Perfume at Work Boss is a Bully People Aren't Doing Their Jobs Cube-Mate is a Slob Company Lacks Direction Headsets and Ear Buds Negative During Interview Hiring Mistake More Work Right at Quitting Time Everyone Else is Getting Ahead Vacation Stress Vending Machine Food Boss Complains about Time Off No Feedback - Ever Tattoos and Piercings You'll find out which of these irritants and many more are the responsibility of management and which you can tackle yourself. Last Nerve tells you how to correct each situation and in many cases gives you...



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