

## Time Guanghua - first-line supervisors supervisory skills training



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### ***Reviews***

*An extremely wonderful publication with lucid and perfect reasons. It typically will not expense too much. You are going to like the way the blogger compose this publication.*

***(Prof. Maya Hand)***

## TIME GUANGHUA - FIRST-LINE SUPERVISORS SUPERVISORY SKILLS TRAINING



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paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Pages Number: 0 Publisher: Peking University Press Pub. Date :2008-01-01. The so-called supervision. Simply put, that is, supervision and guidance. Emergency first-line supervisor in the front line, directed at the forefront, have an important supervisory responsibility, the quality level of their success relates to the whole team, therefore, the ability for first-line supervisors to supervise the training is essential. Book is the ability to learn Japanese first-line supervisors supervisory training (TWI) programs essence, in close connection with Chinese business practice, refining the author's many years experience in corporate training and consulting, in layman's language, from the six-round systematic exposition of the supervisory capability of the training content, a first-line supervisors in charge of the duties, role function and skill requirements; second is to prepare and carry out the work of teaching methods; third is working to improve the process; four working relationship to deal with the basic tips and methods; five is to protect the safety of measures and key points; six is ??to improve work efficiency, time management, the office is to strengthen and skills, while a useful tool in Appendix twelve books close to their actual form, with a strong practical and operational for improving the first-line supervisors in charge ability and level of work will play an excellent help. This book is suitable for enterprises of all types of workshop director, lead spot, group leaders, etc. the line managers to read, but also as head of corporate training materials for first-line counseling. Editor If you are a management bottlenecks encountered in the work of first-line supervisor, this book can provide you with specific solutions to help you properly handle the thorny issue of work....



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