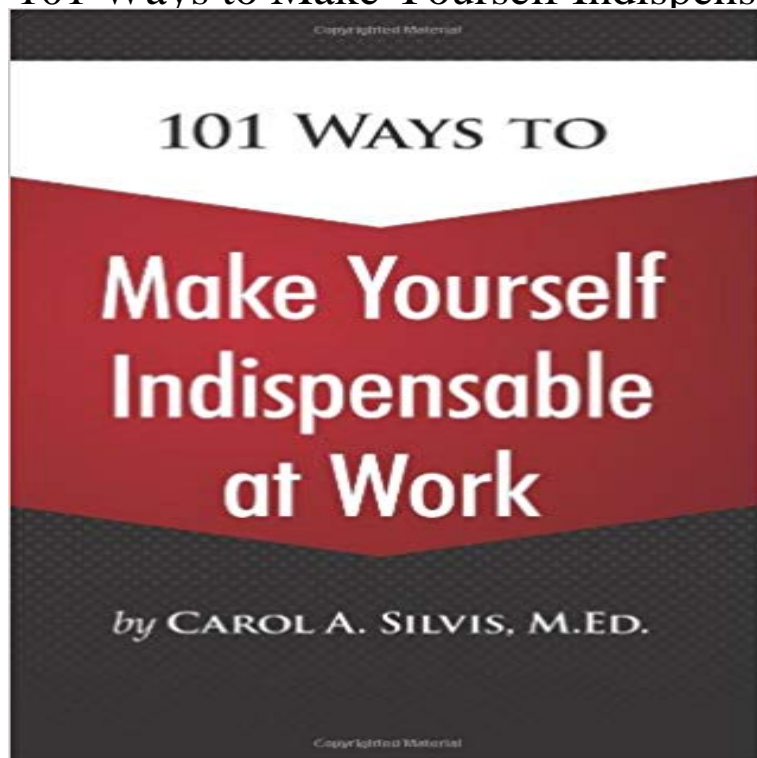


101 Ways to Make Yourself Indispensable at Work



With jobless rates at their highest in decades and companies worldwide making tough decisions about downsizing and layoffs, it's more important than ever for employees to keep the job they have and make themselves invaluable. *101 Ways to Make Yourself Indispensable at Work* is a hands-on, no-nonsense guide to making the most of your job and appearing valuable to upper management. It contains tips and techniques to make you look more valuable to your employer, and will even help you advance in your company and career as well. Topics covered include building positive work habits, fostering people skills, expanding leadership abilities, making good impressions, and more. The tips and techniques are relevant to workers in any industry or at any skill level. Invaluable for both new hires and seasoned workplace veterans *101 Ways to Make Yourself Indispensable at Work* will help make sure you're not the next casualty of the recession!

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