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Executive, Peter Drucker wrote “ The
executive is, first of all, expected to get the
right things done ” . Long before Drucker
uttered those famous words, generations of
astute executives were working in trusted
partnerships with assistants who constantly
asked “ What needs to be done and how do

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The CEO's Secret Weapon

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The Effective Executive, Peter Drucker

wrote “ The executive is, first of all,
expected to get the right things done ” .

Long before Drucker uttered those famous words, generations of astute executives were working in trusted partnerships with assistants who constantly asked “ What needs to be done and how do I make it happen? ” .

The CEO ' s Secret Weapon: A Second Self

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The CEO 's Secret Weapon: A Second Self
by Jan Jones In The Effective Executive,
Peter Drucker wrote “ The executive is, first
of all, expected to get the right things
done ” .

The CEO's Secret Weapon

“ Impressively well written and thoroughly
‘ reader friendly ’ in tone, content,
organization and presentation, ‘ The
CEO 's Secret Weapon: How Great
Leaders and Their Assistants Maximize
Productivity and Effectiveness ’ will prove
to be of enormous value and interest to
anyone contemplating the engagement of an
executive assistant, or who already has one
and would like to maximize the value of that
executive assistant to themselves and to their
company.

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CEO's Secret Weapon. Unlock Your Full Potential and Achieve the Success You Deserve in Life!

News - CEO's Secret Weapon

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Your Team – CEO's Secret Weapon

The CEO ' s Secret Weapon provides not only the inspiration to achieve a successful business partnership, but also provides know-how and practical tools to recruit, train and work on a day-to-day basis with an exceptional assistant, showing you how to

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put their exemplary talents to good use. Jan Jones sets a high bar and pulls no punches in exhorting executives to strive to find and work with only the very best exemplars of the executive assistant role.

The CEO's Secret Weapon

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