

<<Work-life Balance for Dummies工作与生活的平衡>>

图书基本信息

书名：<<Work-life Balance for Dummies工作与生活的平衡>>

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作者：Mumford, Jeni; Lockett, Katherine

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### 内容概要

A recent survey conducted by Universum Communication found that work-life balance is No.1 on the list of short-term career goals amongst professionals. But while work-life balance is an increasingly popular term, many of us are still unsure about how to achieve it, or lack the confidence to approach employers to negotiate flexible working hours. "Work-Life Balance for Dummies" will offer readers advice and simple strategies to achieve more balance whatever their situation. Discover how to: work out your priorities; put off procrastination and improve your time management; move your boss towards work-life balance; cast your net wider and change jobs and employers; and, plan a relocation. Jeni Mumford is the author of "Life Coaching For Dummies". She is a personal life coach who works with both individuals and organizations on personal development. She runs holistic coaching events in the UK and Italy and is an accredited NLP practitioner.

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