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**аспірантам та викладачам спеціальностей пов'язаних з менеджментом маркетингом економікою тощо а також для тих хто займається організацією та практикою зовнішньоекономічною діяльністю** Посібник складається з п'яти частин part i v до кожної частини додаються ключі та глосарій англо український словник Запропонований комплекс вправ та завдань реалізується на основі кредитно модульної організації навчання та враховує різний рівень підготовки студентів різний рівень швидкості сприйняття та засвоєння матеріалу сприяє індивідуалізованому вирішенню проблем які виникають у процесі самостійної підготовки до заняття Оригінальні англійські тексти з численними вправами та завданнями висвітлюють різні аспекти англійського ділового спілкування

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**101 Best Resumes for Grads 2002-09-03 the context of business has been changing for companies in recent years and following numerous corporate and accounting scandals many countries have increased the number of national and international regulations designed to ensure transparency and compliance with the law because of the existence of these new regulations the level of control the severity of sanctions by governments and the amount of the fines for noncompliance have increased dramatically in parallel with the technological revolution in communications business management has become more transparent and any negative event is uploaded to social networks and shared with an indeterminate number of people this change in the regulatory sanctioning and technological context has forced large companies to rethink risks investments and budgets to deal in this more complex environment to transition to this change some companies have included ethics and compliance programs in their corporate agenda along with marketing and sales plans strategies growth targets investment plans and or talent acquisition while each industry has its particular risks in this book the author describes the essential elements that any effective ethics and compliance program should contain this book is a source of information that connects yesterday with today the author shares observations and lessons of the past to suggest corporate leaders implement effective ethics and compliance programs to protect their organizations and themselves the book**

***covers theories of ethics but with an eye focused on practical application risks ethics and compliance are analyzed with an overall vision connected to the reality of business life without getting bogged down in abstract thinking or in technical and regulatory details ethics and compliance are disciplines that have increasingly achieved greater recognition in organizations thus due to the importance of risk management in the business world and the necessary involvement of the ceo and the board of directors it seems appropriate that executives get access to a book about risks ethics compliance and human resources directed not only to compliance experts but also to any organizational leader this book is a wake up call that allows business leaders to understand the benefits of implementing an effective ethics and compliance program that will help members of organizations to make the right decisions and act within the law if they do they can better prevent and react to the difficult obstacle course of risks dangers and threats that organizations face and that may jeopardize the sustainability resilience and survival of companies***

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*applied to relationships in all areas of readers lives ideal for anyone new to the job market or new to management or anyone hoping to improve their work experience library journal starred review i am a huge fan of alison green s ask a manager column this book is even better it teaches us how to deal with many of the most vexing big and little problems in our workplaces and to do so with grace confidence and a sense of humor robert sutton stanford professor and author of the no asshole rule and the asshole survival guide ask a manager is the ultimate playbook for navigating the traditional workforce in a diplomatic but firm way erin lowry author of broke millennial stop scraping by and get your financial life together*

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