



Getting Ahead – Career Advancement Strategies

7 Ways to Improve Your Time-Management Skills

In today's workplace we have a million and one things to do. How exactly are we supposed to balance them all...?

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Life's Work: An Interview with Alan Alda

Best known for playing Haweye Pierce on the TV series M*A*S*H, Alan Alda was also a theater actor, scriptwriter, director and founder of two organizations designed to help people improve their communication skills...

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How To Be Confident At Work

Without confidence, you won't increase your visibility at work or have the courage to take risks. And without taking risks, you'll have difficulty reaching the next level...

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Three Crucial Questions You Keep Forgetting to Ask on Job Interviews

You'll only have limited time, but there are a few ways to maximize your time there in order to get the best handle you can on what the work culture is like...

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Considering a career do-over? It means taking a risk - or, well, lots of risks, but it can also mean major bliss...

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- **Does your workload change during the summer?** 40% of all workers say no it does not while 8% say yes, it decreases and a whopping 52% say yes, it increases. (USA Today).
- **Business traveler's biggest concerns outside the U.S.:** For 23% the concern lies with civil unrest, 16% opportunistic crime, 15% natural disaster and 14% each are most concerned with terrorism and kidnap/ransom. (USA Today).

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"No matter how good you think you are as a leader, my goodness, the people around you will have all kinds of ideas for how you can get better. So for me, the most fundamental thing about leadership is to have the humility to continue to get feedback and try to get better - because your job is to try to help everybody else get better."

~ Jim Yong Kim

"Never lose sight of the fact that the most important yardstick of your success will be how you treat other people - your family, friends, and

*coworkers, and even strangers you meet
along the way"*

~Barbara Bush

Books Authored by Joel A. Garfinkle

Gain the Competitive Edge In Your Career



Garfinkle Executive Coaching - The top online resource for creating fulfillment at work.

Recognized as one of the best: Acknowledged as one of the top 50 executive coaches in America.

Global Gurus named Joel #15 on its list of [top 30 global coaching experts](#).

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