

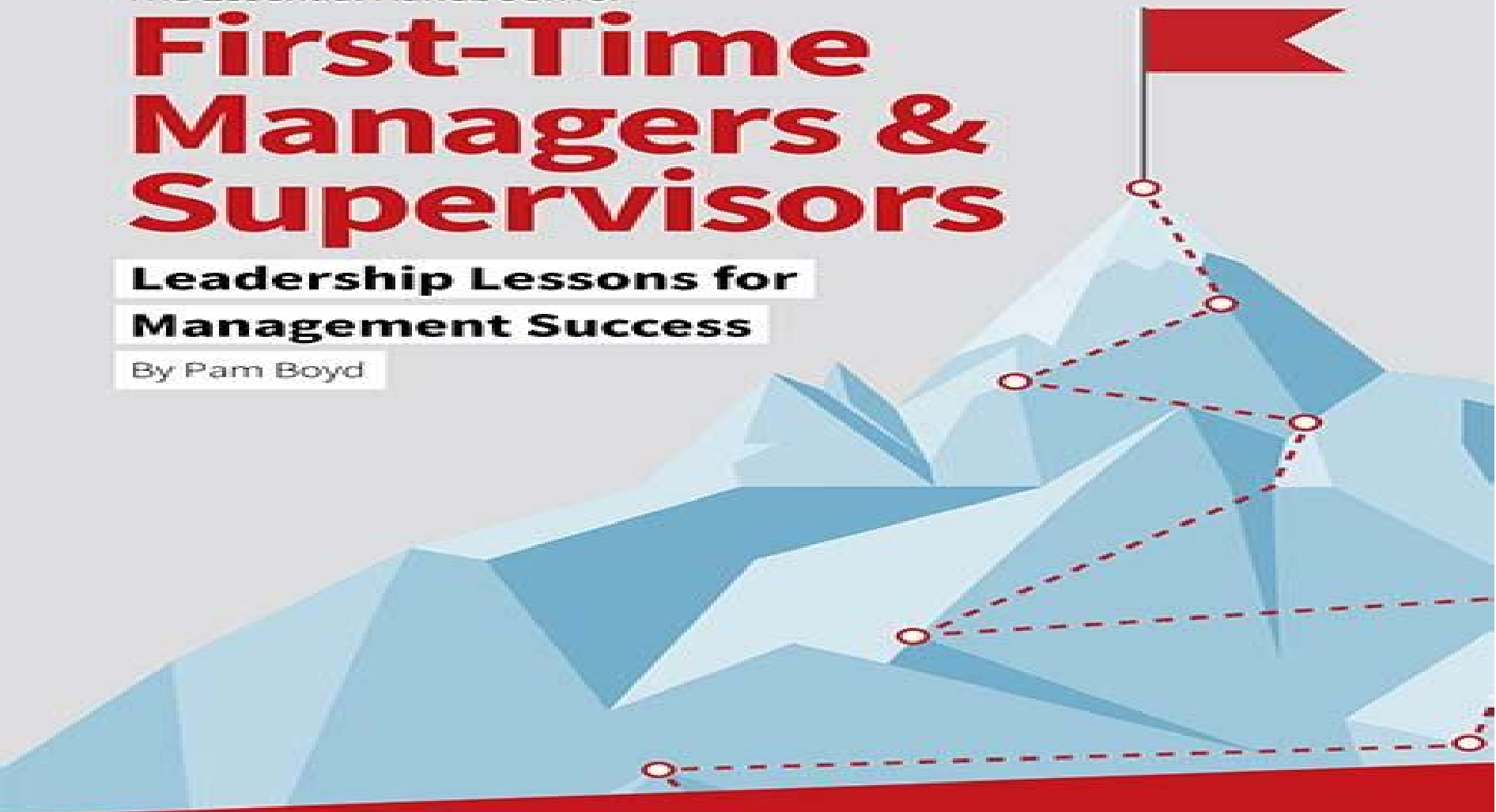
SECOND EDITION

The Essential Handbook for

# First-Time Managers & Supervisors

**Leadership Lessons for  
Management Success**

By Pam Boyd



# Essential Handbook For First Time Managers And Supervisors

**Patrick Vollmar**



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