



Gerenciamento da Rotina do Trabalho do dia a dia (Portuguese Edition)

Vicente Falconi

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Gerenciamento da rotina do trabalho do dia a dia é um texto destinado à operação de qualquer tipo de organização: uma pequena loja, um grande banco, um órgão público. O conteúdo deste livro vai ajudá-lo a aplicar métodos à sua operação diária, a fim de torná-la mais estável e confiável.

Durante seu trabalho junto a diferentes empresas, o Prof. Falconi percebeu a necessidade de um texto que detalhasse o processo de gerenciamento da operação da rotina. Por isso, trabalhou neste livro com um objetivo em mente: proporcionar um guia de fácil compreensão para que qualquer pessoa possa melhorar a gestão de suas funções.

Desse esforço surgiu um livro no qual são aplicadas algumas técnicas modernas de comunicação, tais como o uso intensivo de diagramas, itemização e palavras-chave.

Este livro, de fácil leitura, é aplicável às mais diversas áreas de gerenciamento, como produção, serviços e manutenção, e certamente tem sido utilizado para melhorar os resultados de muitas empresas e órgãos públicos de todo o mundo.

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