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Church Administration Robert H. Welch, 2011 From the front desk to the back office a clear and thorough guide that helps pastors and church staff become effective and efficient leaders managers and administrators Second edition

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Results-oriented Financial Management John G. Iezzi, 2003. This hands-on how-to book will provide law firms with budget and financial knowledge they need to make critical financial decisions.

Field Operations Manual United States. Occupational Safety and Health Administration, 1974.

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