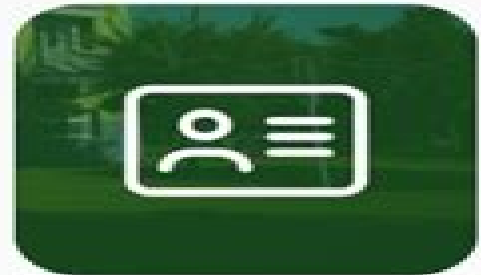
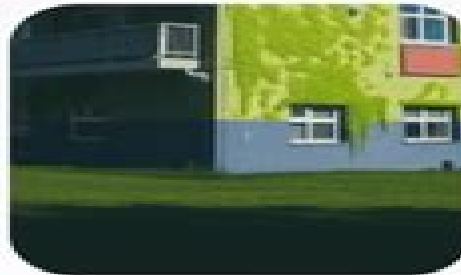
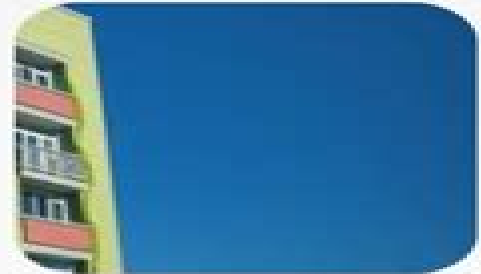




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# TRAINING MANUAL

ROLE

ADMINISTRATIVE ASSISTANT

# **Sample Training Manual For Administrative Assistants**

**David W. Plocher, Patricia L. Metzger**



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