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# **ETOS KERJA yg UNGGUL**

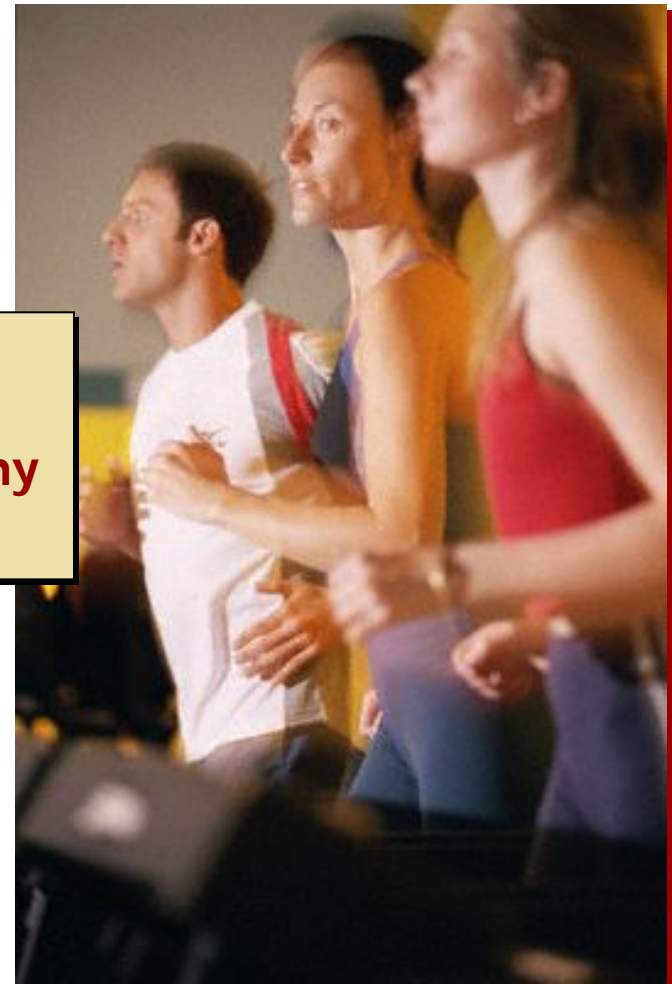
**Kol 3:22-24**

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# PELIHARALAH KESEHATAN DAN KEBUGARAN TUBUHMU

**Workout to get in good physical shape.**

**Unless exceptionally skilled, the unhealthy  
are at a comparative disadvantage.**



# PAKAILAH PAKAIAN YANG MEREFLERKSIKAN KECINTAAN TERHADAP PEKERJAANMU

**Dress for the job you want,  
not the one you have.**

**Let your dress reflect professionalism.**



# BERLATIHLAH TERUS UNTUK MENINGKATKAN KETRAMPILAN BERKOMUNIKASI

Successful bosses have good communication skills. They learn from people, including their employees.



## **BANGUNLAH HUBUNGAN YANG TULUS DAN PENUH PENGHARGAAN DENGAN PIMPINANMU**

**On downsizing, the first to go are those with few friends.**

**Bosses prefer competent people whom they respect.**



# JANGAN BICARA NEGATIF, KHUSUSNYA DI BELAKANG YBS

Don't talk negatively about  
people behind their backs.

If you gossip, people won't  
confide in you.

Mind your own business.



**gossip**



# BERUSAHALAH SAMPAI MENGERAHKAN SEGENAP KEMAMPUAN TERBAIKMU !

Try to work for someone who'll challenge your powers.  
You'll learn more in a year than 4 years of college.



# BEKERJALAH SEDEMIKIAN RUPA SAMPAI PIMPINANMU MENDAPATKAN PUJIAN

Work in such a way that makes your boss look good.  
It's not flattery.



## **DISIPLINLAH DIRIMU UNTUK SELALU TEPAT WAKTU**



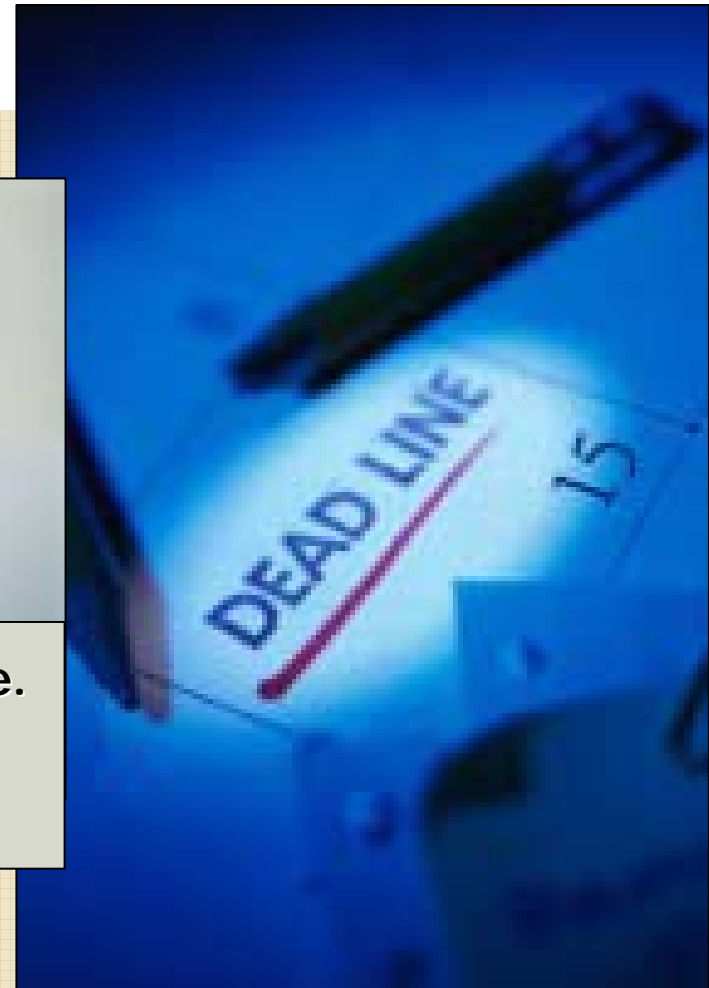
Be on time.  
Try to arrive few minutes early.  
It saves you from stress.  
You'll be much relaxed & work better

# PERHATIKANLAH DGN SAKSAMA SETIAP TENGGAT WAKTU YG TELAH DITETAPKAN ATAU DISEPAKATI



**Strive your best to keep a deadline.**

**If you cannot meet it, then  
apologize & ask for an extension**



# JANGANLAH TERLALU AMBIL HATI OLEH UNGKAPAN KEKECEWAAN

**Don't take things personally.**



**If some people are unhappy with you,  
it's their problem.**

**But always strive to give your best.**

## **SAMPAIKANLAH KOREKSI KEPADA SIAPAPUN SECARA BIJAK**



**If you must correct someone,  
don't get personal about it.  
Do it never in front of others.**

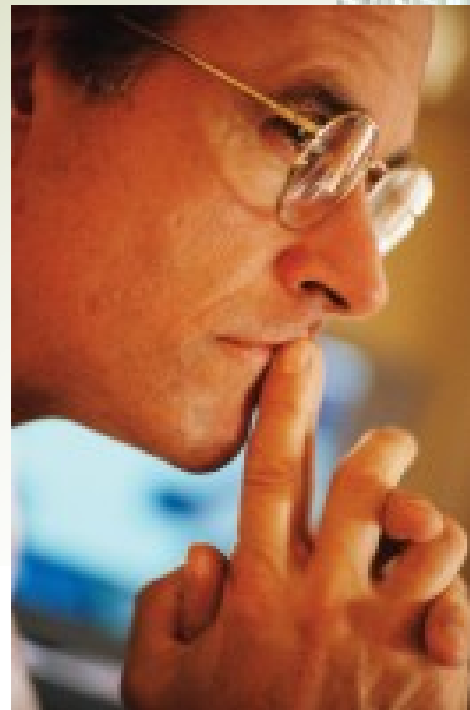
## **SEDIAKANLAH WAKTU UNTUK MEMPROSES EVALUASI DIRI**

**Spend some time alone everyday.**

**What's the mission of my life?**

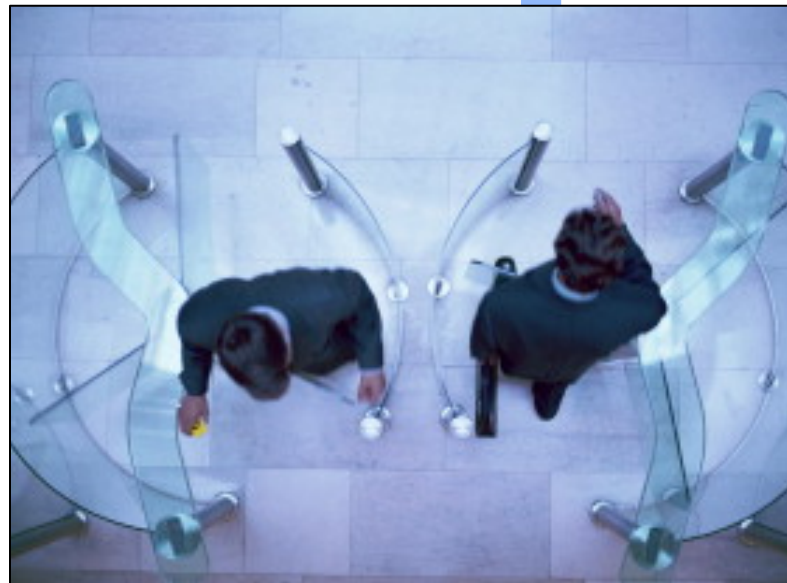
**What do I want to be?**

**And how to go about it.**



# **ALOKASIKANLAH KELEBIHAN PENGHASILANMU UNTUK INVESTASI ATAU BUSINESS SAMPINGAN**

**As you move along Plan A of your career,  
maintain a Plan B as well —  
an alternative course to rely**

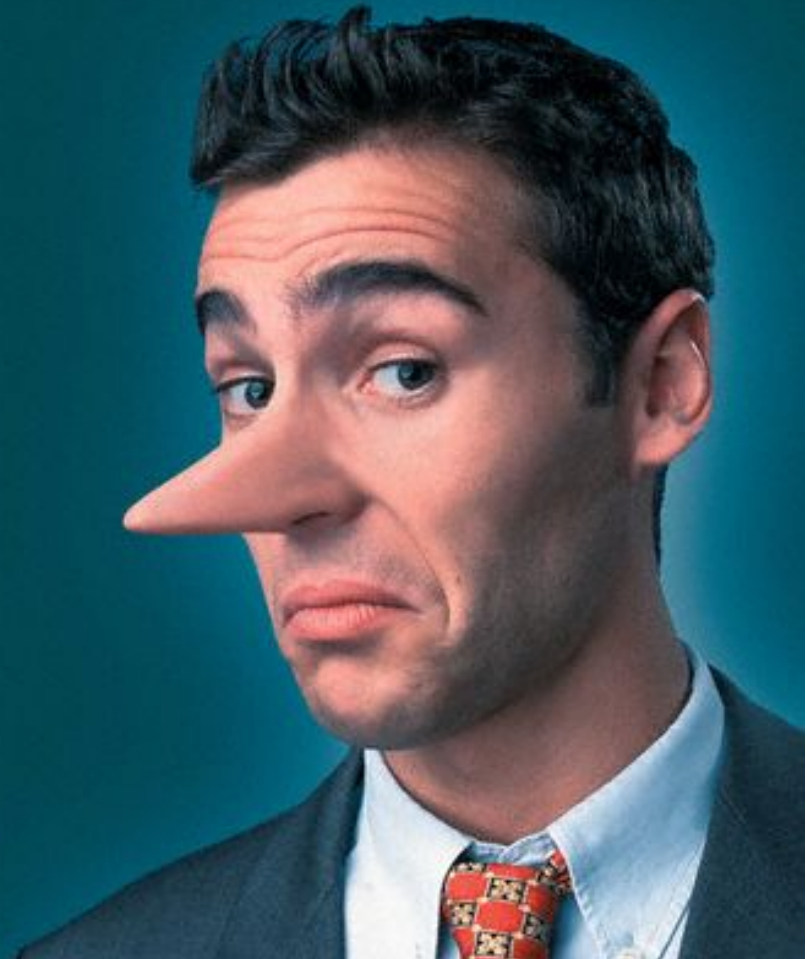


# JUNJUNGLAH TINGGI INTEGRITAS

Personal integrity is crucial.

Tell nothing but the truth.

Bosses can forgive mistakes  
but if you lie, you're gone.



# TETAPLAH SEMANGAT

**Always remember that the secret of success is passion.  
Always think big. Spread love & joy.  
You'll have blissful years ahead**

