



30 Minuten Mitarbeitergespräche (German Edition)

Hans-Jürgen Kratz

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Gehört es zu Ihren Aufgaben, regelmäßig Mitarbeitergespräche zu führen? Wollen Sie diese künftig systematischer und vor allem konstruktiver gestalten, so dass sowohl das Unternehmen als auch Ihre Mitarbeiter davon profitieren.

In diesem Buch erfahren Sie ganz konkret:

- * wie Sie Mitarbeitergespräche als Führungsinstrument einsetzen
- * was Sie bei der Beurteilung von Mitarbeitern beachten sollten
- * was Sie tun können, damit Mitarbeitergespräche leistungsfördernd und motivierend wirken
- * wie Sie sich auf ein Mitarbeitergespräch vorbereiten
- * worauf Sie bei der Durchführung achten müssen und
- * wie Sie das Mitarbeitergespräch hinterher auswerten.

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