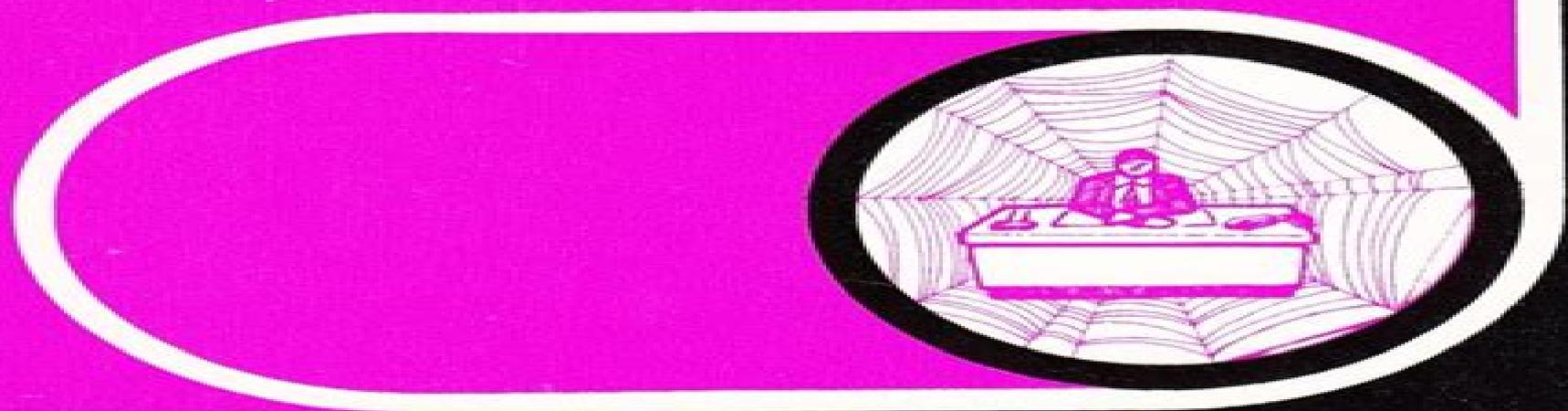


OFFICE ADMINISTRATION

Second Edition

J.C. Denyer



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Office Administration Handbook

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