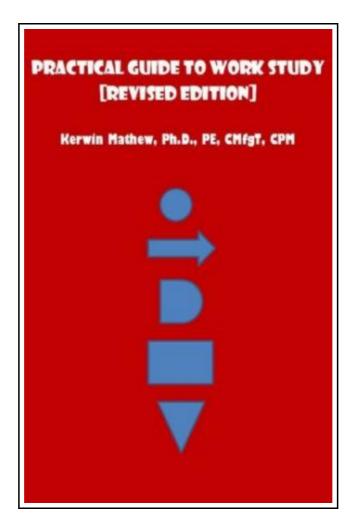
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Createspace, United States, 2014. Paperback. Book Condition: New. Revised. 216 x 140 mm. Language: English . Brand New Book ***** Print on Demand *****.DESCRIPTION OF BOOK This book serves as an easy-tounderstand guide to engineers, production supervisors and managers, lay people and students on the subject of work study. In any organization, be it the office where filing work and typing activities are carried out, or the factory where production of goods takes place, there is inevitably inefficiency, such as unnecessary movements resulting in fatigue in the person performing the task and hence inducing even greater inefficiency, and longer time taken to perform a task than is necessary. This is a big headache for management, resulting in loss of earnings and in some cases loss of business and even closure of company. The heavy responsibility of work study or methods analysis falls squarely on the shoulders of the work study officer or the industrial engineer. This book will be important to those who are keen on efficiency, eliminating wasted effort, time and materials, higher productivity, and, higher profitability, in the organization. It shows the reader how a desirable work method could be systematically designed such that a job could be performed with the least effort and time, the least wastage of materials and the greatest efficiency or productivity possible. Several case studies are incorporated to challenge the reader s creativity of thought. ABOUT THE AUTHOR The author has published about 20 books, two of which have been adopted as reference texts and commended by professional bodies. He was also the editor of a book of essays. He has many years of experience in electronics and manufacturing. He has taught many professional, management and technical subjects for years. He has published a number of important papers, including several papers on the...

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