

*Be on time*



*Be clean*



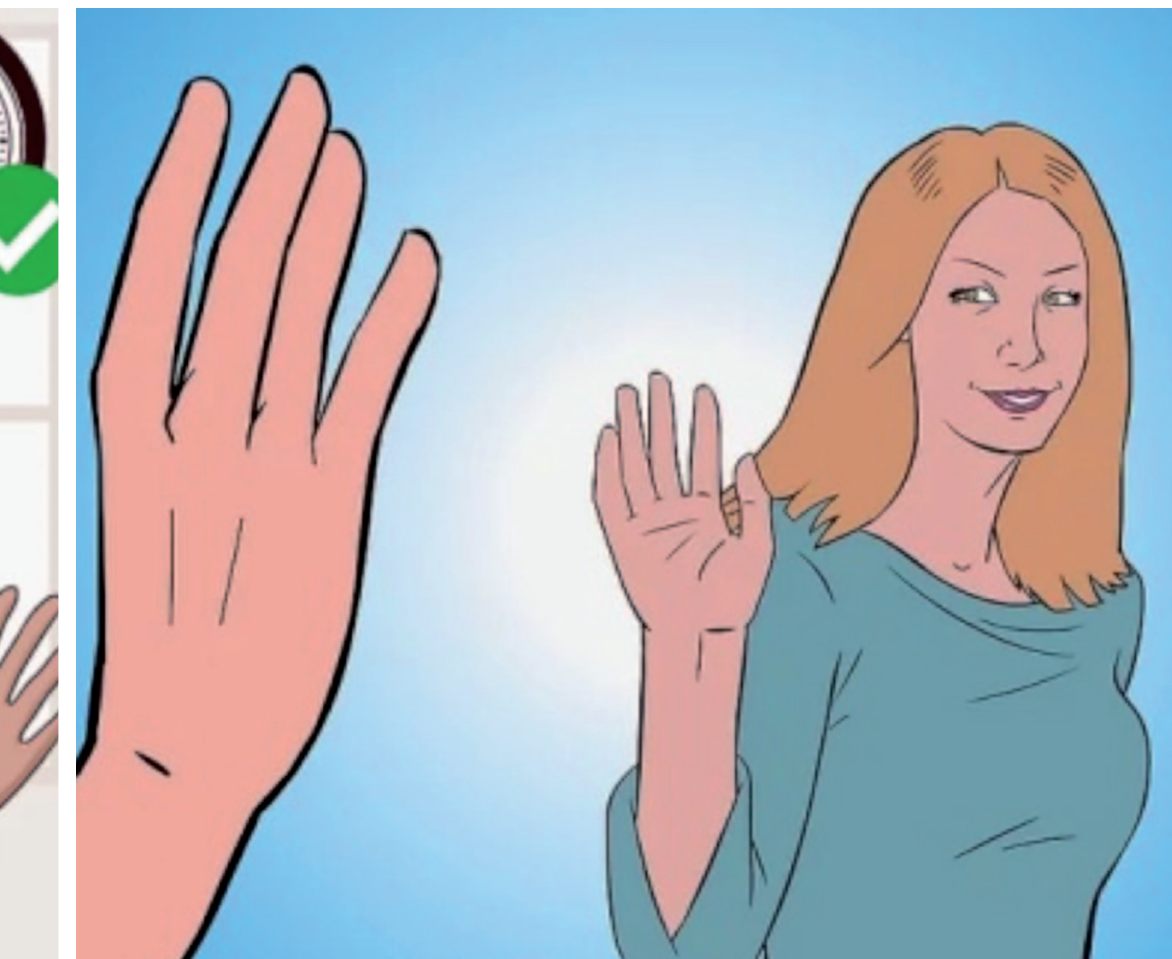
*Be polite*



*Be polite*



*Say goodbye*



*Listen to other people*



*Do your job*



*Use courtesy forms*



*Dress properly*



*Ask if you have doubts*



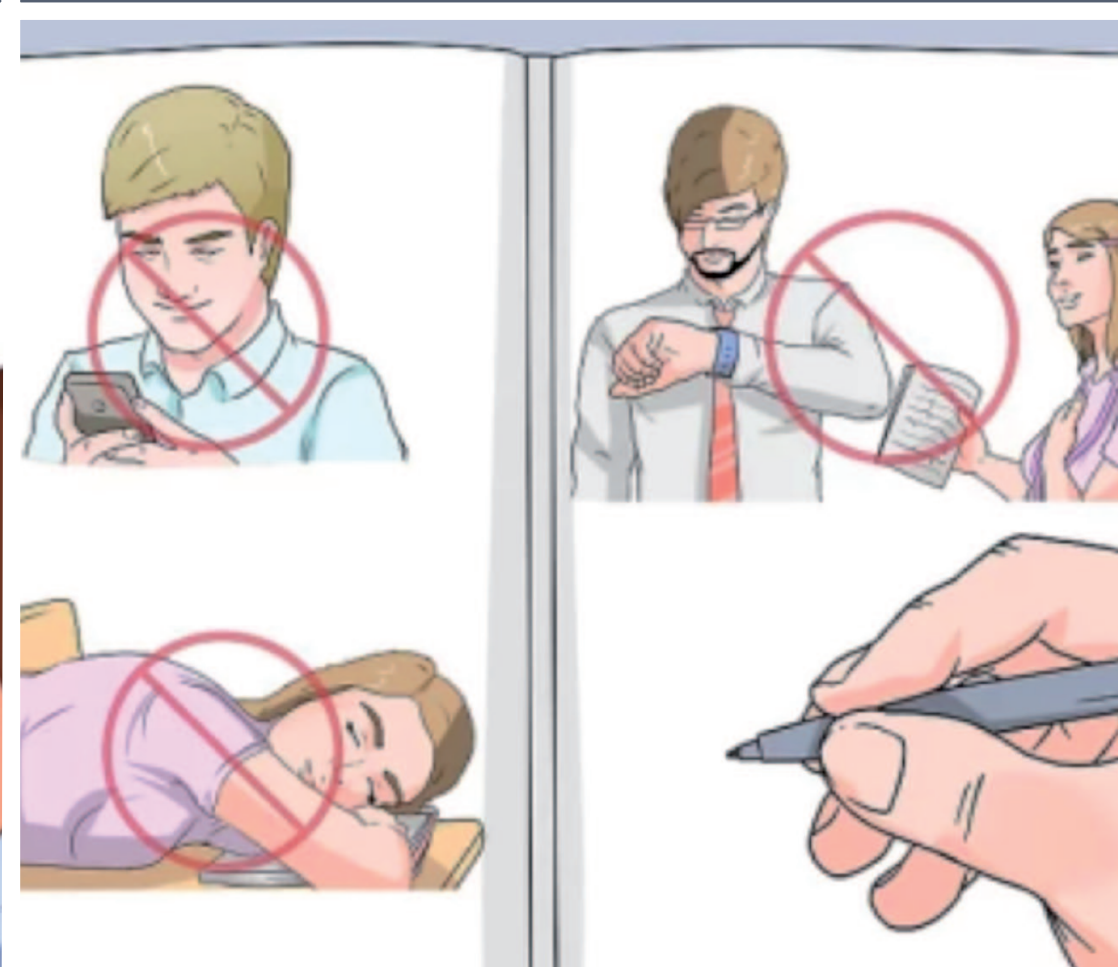
*Be ordered*



*Do not complain*



*Do not be noisy*



*Respect internal rules*



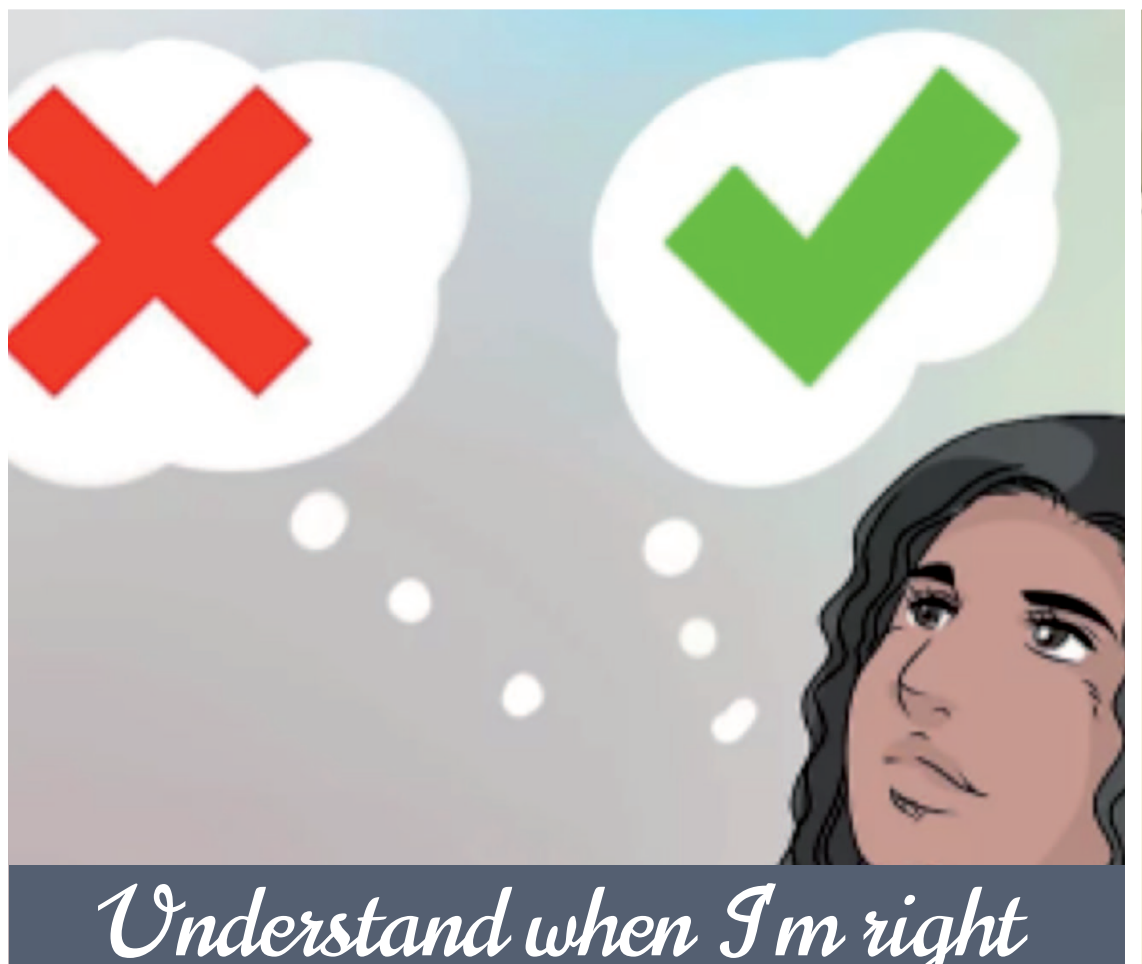
*Be concentrated*



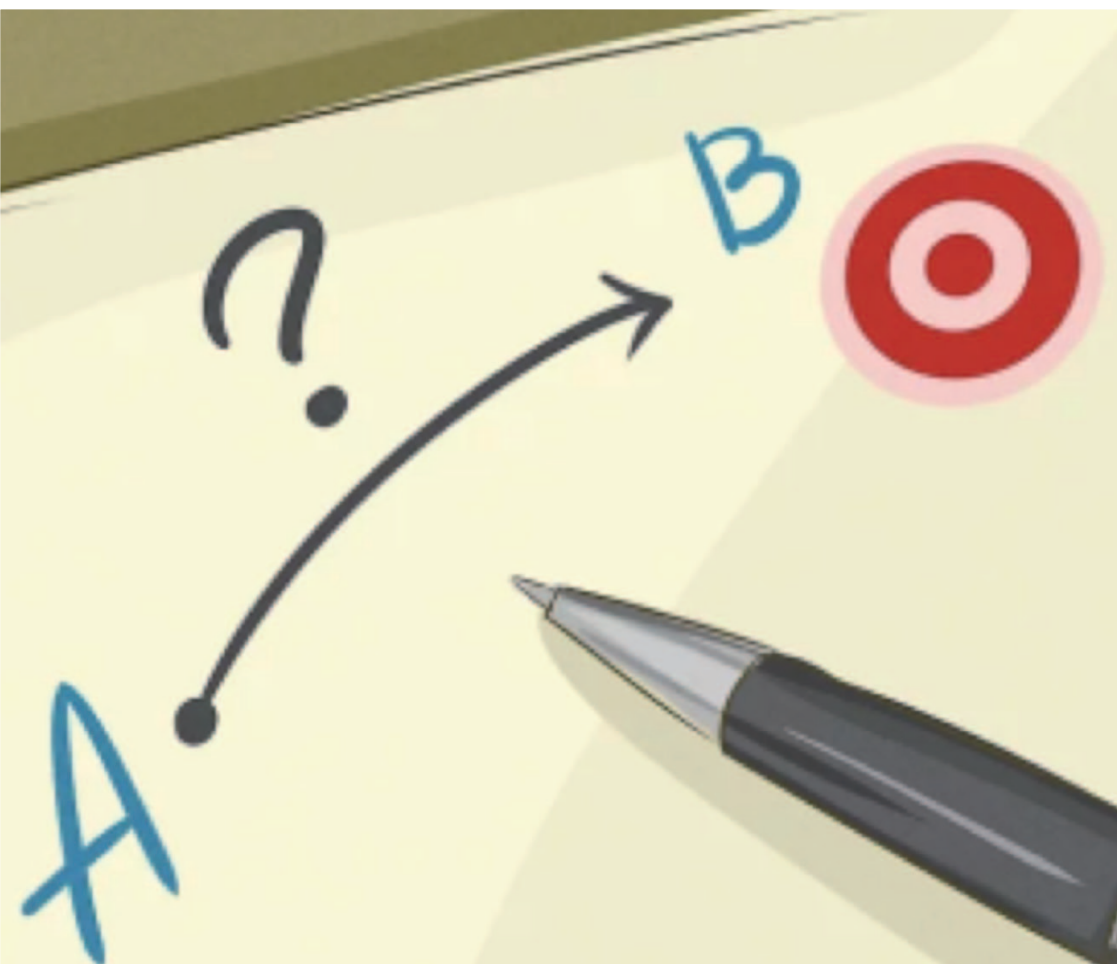
*Use problem solving*



*Get public transports to go working*



*Understand when I'm right and when I'm wrong*



*Trust in your possibilities*



*Cooperate with colleagues*



*Respect staff roles*



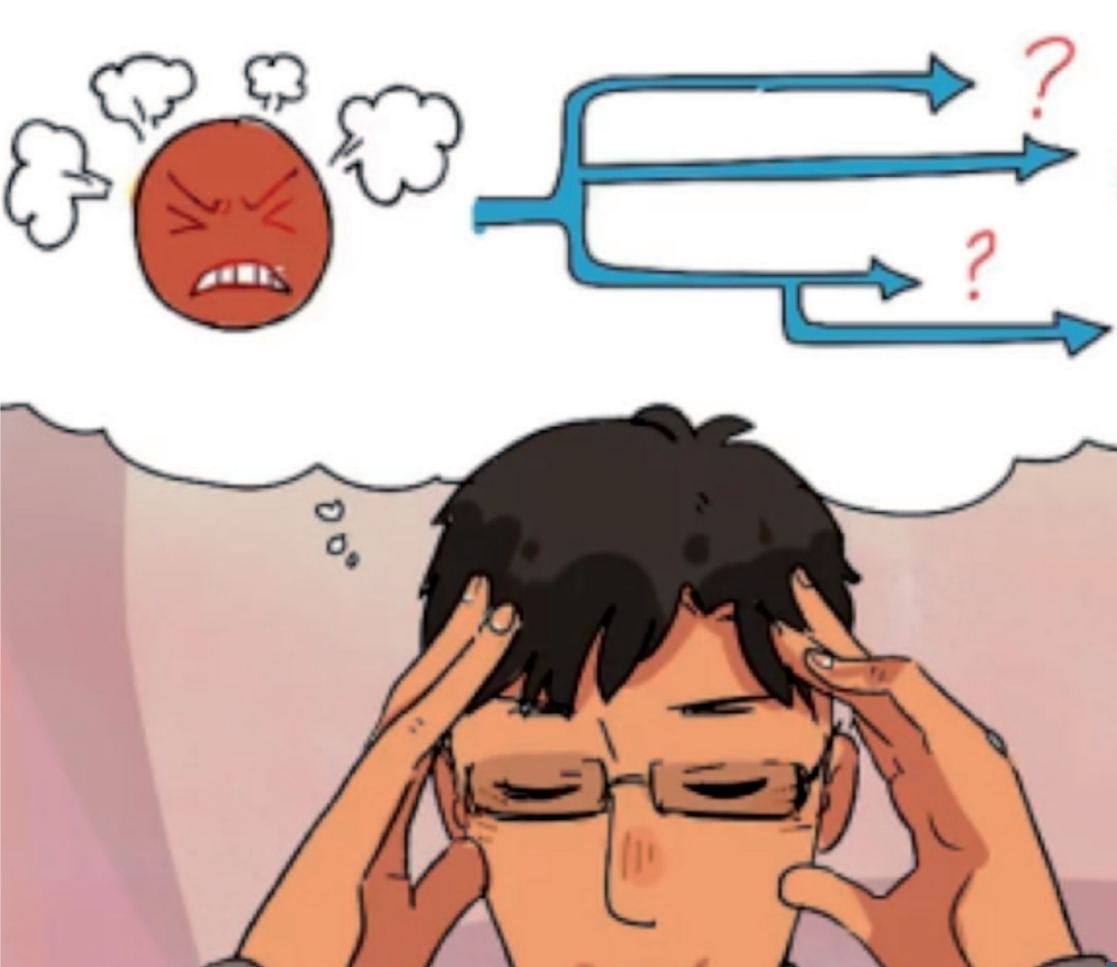
*Respect the commitments made*



*Accept negative feedbacks*



*Be trustworthy*



*Try not to get angry*



*Be patient*



*Warn if you do not go to work*



*Speak properly at work*



*Keep confidential information*



*Understand positive feedbacks*



*Learn from previous error*



*Go to work everyday*



*Say if there are problems*



*Use specific tools*