

Application of the 5S model in office management at ETC Education and Communication Company Limited - Thai Nguyen

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Abstract: In the context of increasingly fierce competition, effective office management plays a decisive role in the development of enterprises. This topic aims to examine and apply the 5S model to office management practices at ETC Education and Communication Company Limited - Thai Nguyen to enhance labor productivity, minimize waste, and improve the working environment. Through a combination of theoretical research and experimental implementation, the topic hopes to contribute to the development of office management in the context of modern enterprises.

Keywords: 5S model, office management, ETC Education and Communication Company Limited, Thai Nguyen