

## EFFICIENT

Synonyms: business-like, productive

"Do it fast and do it right" might be his motto. He wants to get down to basics as quickly as possible, with a minimum of waste in time, money and materials.

Concentrating on quality and efficiency, he is intolerant of those who would abuse company resources.

He is efficient and quick to find ways of streamlining procedures.

The man has a capacity to create, a tendency towards efficiency and is fast moving and thinking.

She works toward efficiency and conservation in all her activities.

Getting things done with a minimum of fuss is her top priority.

She has a talent for stripping away all the non-essentials and getting down to basics.

Unsympathetic towards those who waste their resources, he is conservative with his own, focusing on finding ever-more efficient ways to reduce the bottom line.

She doesn't care for hard work and is extremely clever about finding shortcuts and devising simplified procedures.

Clear-minded and observant, he wastes no time or energy on what he considers nonessentials.

His thoughts and communications are precise and carefully articulated.

He can cut through red tape and get directly to the facts.

You know how to dovetail large and small activities that efficiently save time and money.

She knows how to treat people kindly and still run a pretty tight ship.

Clients may find her style to be a little on the cold side, but they're bound to be impressed by her systematic efficiency.