# Office-Intermediaries

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# Vocabulary

**Perform:** to do an action or piece of work.

**Well-being:** the state of feeling healthy and happy.

**Efficiency:** the condition or fact of producing the results you want without waste, or a particular way in which this is done.

**Partially:** not completely.

**Dismissal:** the situation in which an employer officially makes someone leave their job.

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# Introduction

An office is place where a company **performs** its business. Office can be large or small in size depending on the number of employees. Today, we are going to learn some terms related to office or business work.

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