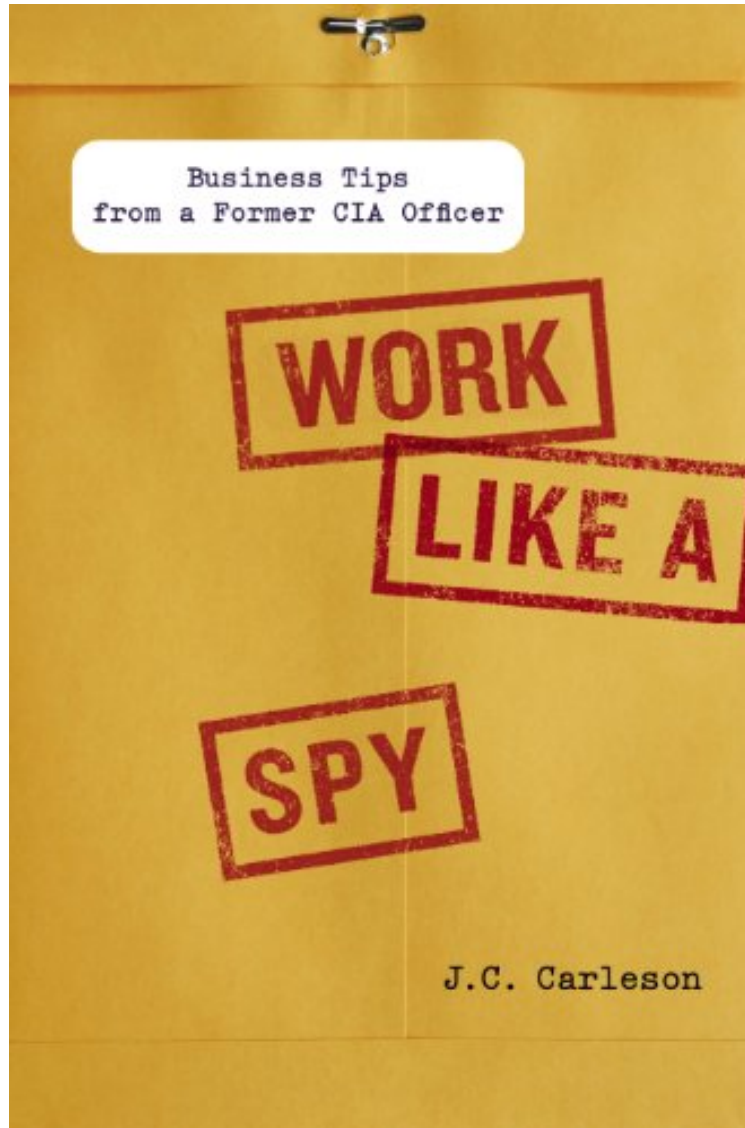


[Free pdf] Work Like a Spy: Business Tips from a Former CIA Officer

Work Like a Spy: Business Tips from a Former CIA Officer

J. C. Carleson

*audiobook / *ebooks / Download PDF / ePub / DOC*



DOWNLOAD



READ ONLINE

#646976 in eBooks 2013-02-07 2013-02-07 File Name: B008EKMC5Y | File size: 28.Mb

J. C. Carleson : Work Like a Spy: Business Tips from a Former CIA Officer before purchasing it in order to gage whether or not it would be worth my time, and all praised Work Like a Spy: Business Tips from a Former CIA Officer:

3 of 3 people found the following review helpful. Excellent Applications of Human Intelligence Techniques for BusinessBy Eric SiffordIn "On War," Carl von Clausewitz makes the famous proposition that "War is a mere continuation of policy by other means," and the case for an inescapable relationship between war and politics. The same can be said of war and business or even of espionage and business. In her book Work Like a Spy: Business Tips from a Former CIA Officer, J.C. Carleson uses her unique backgrounds in both the Central Intelligence Agency and

the private sector to pass along tips for use in business and in life. As a Human Intelligence Collector in the U.S. Army, I have long come to realize it is all about people. Essentially any item of information we need is in the mind of someone if we can only access it. Likewise, essentially anything we need done can be done by someone if we can only get them to do it. Understanding human nature, both our own and of the people with whom we interact, means everything. *Work Like a Spy* offers an inside glimpse into the world of human intelligence and unclassified tradecraft that can help us all be more effective. *Work Like a Spy* is divided into three parts. Part One is an introduction to the clandestine world and the basic concepts of intelligence collection from human sources. Carleson makes the fundamental assertion that the best way to get information on any subject is to get it directly from a human source that has it. She further elaborates on techniques anyone can use to get close to the people who can help them and how to use observation, interpersonal skills, and elicitation techniques to establish rapport and obtain useful information. Beyond simple theory, Carleson includes practical exercise to give her readers opportunity to apply and build each skillset she discusses. It is important to note Ms. Carleson is not teaching people how to use or manipulate others. On the contrary, she is simply helping her readers understand the nature of human interaction and how to prepare for opportunities and potential dangers. The author also discusses counterintelligence (CI) and gives practical, inexpensive ways for business leaders to detect potential CI issues. She recommends monitoring for certain changes in an organization's operational environment to include where former employees are going to work, where former clients are going for business, and how quickly competitors are countering new initiatives. Changes to the composite answers to such questions may be indicators of potential intelligence leaks. In Part Two, Carleson discusses internal business applications of human intelligence tradecraft. She gives immensely practical hiring advice. From the careful crafting of job announcements to using elicitation skills learned in Part One to corroborate applicant skills and background, her advice on employee screening alone could save an organization considerable time and money. CIA management techniques can also be applied to internal management of both personnel and crises. Again, Carleson renders practical advice - how to attract and retain highly skilled personnel and how to best utilize unique talents and personalities. She describes the importance of establishing non-negotiable organization ethical absolutes and the key roles management must fulfill during an organizational crisis. My favorite nugget of advice I gleaned from Part Two was to "Own the solution, not the mistake." It is insufficient for a leader to take ownership of a mistake - seizing the initiative to develop a fully-implementable solution for the mistake is far more important than simply admitting to it. Part Three describes external applications of lessons from the CIA. If anyone has a hard sell to make, it is a CIA case officer. Convincing someone from another part of the world to commit espionage against their government, their group, or even their own tribe or family is amazingly difficult - not to mention potentially very dangerous. Yet the CIA successfully does it time after time, and over the years, case officers have learned valuable lessons about human nature in the process. Carleson concludes this section by stating the CIA does not focus on selling a product. Instead, CIA case officers focus on developing interpersonal relationships, conducting research, understanding vulnerabilities, and building rapport. These skills tend to be neglected in today's world of high-tech communications. As Ms. Carleson reminds her readers, psychological prowess is far more important than technological prowess. Finally, the author instructs her readers in how to follow the CIA's strategy of "360-degree intelligence collection" by building a source network that includes subordinates, peers, supervisors, and even multiple sources from within the organizations of suppliers and subcontractors. Nothing compares to intelligence and support available directly from the people most able to provide it. *Work Like a Spy* is an interesting read and a great primer on unclassified CIA tradecraft. The book goes a long way to help readers understand the importance of interpersonal relationships and how to be successful at them. Ms. Carleson concludes her book with the assertion that building "a solid reputation for integrity" is far more important than any tradecraft, no matter how well applied. I could not agree more. I highly recommend this book to anyone who wants to be more successful and astute in their interpersonal relationships. The tradecraft presented in this book is powerful, but doomed to fail unless applied with integrity and honor. As chaplains in the U.S. Army Military Intelligence Corps say, "The moral high ground is key terrain." Carleson, J.C. (2013). *Work Like a Spy: Business Tips from a Former CIA Officer*. London: Portfolio Hardcover. 0 of 0 people found the following review helpful. True To Life and a Great Guide for the Daily Networking Activity By Adler I was fortunate to hear an interview on TV, with the author, Ms. Carlson, a retired CIA Agent. As a result, I was very motivated to buy this. I purchased the Kindle Format. It is easy and quick reading. Ms. Carlson approaches the CIA's work primarily from a networking, need-to-get-information format. She talks about the CIA psychology of networking, and applies it to a corporate or daily networking activity. She discusses a directive of targets and how to best try, and obtain information, from a target (person). She is very realistic, gives great life-like cases. I considered this book as a handbook and tool for sales, networking, and yet at the same time feel like I really understand the directive activities of a CIA Agent. I call this book the "Realistic View of the CIA Agents". Excellent information, easy and quick reading. Also recommend the Kindle Download. 1 of 1 people found the following review helpful. Interesting read! By Dr. Athanasios D. Sarantopoulos Interesting read! The book covers real life business scenarios. The author with her unique background at the CIA presents the material in a clear fashion. The tips offered are free of heavy jargon and applicable in a variety of businesses.

"The book you are holding will fundamentally change the way you look at the collection, compartmentalization, analysis, distribution, application, and protection of intelligence in your business. J. C. Carleson's presentation of years of spy tradecraft will make you a more effective force within your organization."—James Childers, CEO, ASG Global, Inc. When J. C. Carleson left the corporate world to join the CIA, she expected an adventure, and she found it. Her assignments included work in Iraq as part of a weapons of mass destruction search team, travels throughout Afghanistan, and clandestine encounters with foreign agents around the globe. What she didn't expect was that the skills she acquired from the CIA would be directly applicable to the private sector. It turns out that corporate America can learn a lot from spies—not only how to respond to crises but also how to achieve operational excellence. Carleson found that the CIA gave her an increased understanding of human nature, new techniques for eliciting information, and improved awareness of potential security problems, adding up to a powerful edge in business. Using real examples from her experiences, Carleson explains how working like a spy can teach you the principles of: Targeting—figuring out who you need to know and how to get to them; Elicitation—a subtle way to get the answers you need without even asking a question; Counterintelligence—how to determine if your organization is unwittingly leaking information; Screening—CIA recruiters' methods for finding and hiring the right people. The methods developed by the CIA are all about getting what you want from other people. In a business context, these techniques apply to seeking a new job, a promotion, a big sale, an advantageous regulatory ruling, and countless other situations. As Carleson writes, "In a world where information has a price, it pays to be vigilant." Her book will show you how.

Even though the CIA has been prominent in the not-so-great-news department of late, there are some intriguing takeaways from its operatives. Offering no tell-all story, former operative Carleson applies her learning from eight years at the CIA—during the aftermath of 9/11—to corporate America and business success. Many of her easy-to-read lessons concern information—how to get it and how to use it legitimately when applied to internal and external competition and to the improvement of performance and outcomes. For the first third of the book, she concentrates on boot-camp tactics and follow-up exercises, such as targeting, corroboration, and strategic elicitation. The rest of the book is concerned with how to use those tactics in a host of situations, from recruitment, ethics problems, and crisis management, to sales, compliance, and using competitive intelligence. It's certainly not a dry read, since Carleson inserts some harrowing (and declassified) accounts of her CIA adventures. Although a hard-to-categorize book, it nevertheless is a useful guide. "There is information for the taking that can change the entire playing field for you and your organization. Getting this information is a matter of asking the right people the right questions in the right way." Learn it, use it. —Barbara Jacobs "In this clever twist on the career self-help genre, former CIA agent Carleson takes the principles that she learned in clandestine service and applies them to today's business world... This quick and enjoyable read offers plentiful nuggets of information, which can be put to good use by any career-minded reader."—Publishers Weekly "Carleson deftly translates the skills of spy craft learned through her eight years in the field—intelligence gathering, recruitment and crisis management—into know-how that can be used 'by anyone—at any level—in the workplace,' she writes. The advice, techniques and exercises for networking, improving sales and generally getting ahead of the competition won't morph you into a master spy, but it will definitely expand your approach to everyday interactions and make you more versatile, shrewd and savvy, whether you're a job seeker, salesperson, manager or CEO."—Success "I found *Work Like a Spy* to be much more than a compelling read penned by an ex-CIA officer. J. C. Carleson importantly offers a fresh slate of easily understood risk mitigation practices and exercises."—FRANCIS DRISCOLL, CPP CFE, Emeritus Faculty Leader, Strategic Influence and Innovation, Security Executive Council "This is a blast! J. C. Carleson has written the cure for the common business book. Part business advice book, part memoir, part window into the world of covert intelligence, it will both inform and intrigue the reader. Going beyond the typical business anecdotes, Carleson gives us a glimpse of the world of covert officers, international intrigue, and true high stakes encounters. More than just telling stories, though, *Work Like a Spy* uses examples from the CIA to provide a set of principles that can be used to succeed in any organization."—ALEXANDER J. S. COLVIN, Professor of Labor Relations and Conflict Resolution, ILR School, Cornell University "Carleson provides a compelling argument for the importance of intelligence and counterintelligence in day-to-day business. Her straightforward suggestions encourage the reader to always be on guard for information—either to keep it or to gather it."—DEB COHEN, Ph.D., SPHR, SVP, Knowledge Development, Society for Human Resource Management About the Author J. C. CARLESON worked for Starbucks (corporately), Baxter International, and Tektronix prior to leaving the private sector to enter the Central Intelligence Agency's clandestine service. She was an undercover CIA officer for eight years.