1. Success

"A successful man is one who can lay a firm foundation with the bricks others throw at him." - Sidney Greenberg

"Learning is a treasure that will follow its owner everywhere." - Chinese proverb

2. Never stop learning

"Our business in life is not to get ahead of others but to get ahead of ourselves - to break our own records, to outstrip our yesterdays by our today, to do our work with more force than ever before." - Stewart B. Johnson

3. Constant self-improvement and growth

"Do what you know best; if you're a runner, run; if you're a bell, ring." - Ignaz Bernstein

10. Negotiations

"Management is doing things right; leadership is doing the right things." - Peter F. Drucker

9. Leader

"Never tell people how to do things. Tell them what to do and they will surprise you with their ingenuity." - Gen. George S. Patton

8. Manager

"No matter how much work a man can do, no matter how engaging his personality may be, he will not advance far in business if he cannot work through others." - John Craig

7. Team leader

5. Resume

"Choose a job you love and you will never have to work a day in your life." - Confucius

6. Worker

"The difference between school and life? In school, you're taught a lesson and then given a test. In life, you're given a test that teaches you a lesson." - Tom Bodett

4. Choosing your major in college

"Any business arrangement that is not profitable to the other person will in the end prove unprofitable for you. The bargain that yields mutual satisfaction is the only one that is apt to be repeated." - B. C. Forbes

II. Top 3 book recommendations