

10 ways to save your job when your company is downsizing!

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1. Volunteer to take on additional responsibilities - This could include pitching in to other areas so projects are completed on time and under budget. This demonstrates commitment and loyalty to the company, as opposed to broadcasting your concern to workplace peers, which always ends up hitting the boss's ear.
2. Take on responsibilities that most see as undesirable If your company has multiple shifts, offer to help out on the shift that is causing the most challenges within your company. Most companies have a very difficult time filling 2nd shift opening.
3. Meet the new Boss, same as the old boss Schedule monthly meetings with your boss and express an ongoing commitment to contribute as much value to the company as possible. Confirm your current priorities with him/her and make sure that is where they would like you to keep your focus. Priorities change, sometimes rapidly, within an organization and that means your job will most likely need an adjustment of focus. Most bosses are so immersed in other areas of operation that minor tweaks to your position won't be at the forefront of their mind. However, when it comes time to reduce the workforce, it will be looked at closely.
4. Change your hours Come in a half early and stay until your boss goes home or until they tell you to go home. All managers hate the employee that never puts in a little extra time to help the company out.
5. Stay positive - Avoid any employees with a negative attitude and are not viewed as team players within the organization.
6. Remain flexible - Let your boss know that if your skills are needed elsewhere within the organization that you would be willing to take a transfer within the company.
7. Lead the way - Be the leader to form a group of employees that get together once a week to brainstorm ways to make the company more profitable.
8. Listen, don't talk - Even harmless chit-chat with a peer at work can find its way to the boss. Don't complain... ever! Keep your ears open and maintain awareness of the environment around you, but never get involved in it.
9. Learn something new - Update your skills, take an additional class, become an expert in your field.
10. Stay current - Read trade journals, join focus groups, research what your competition is doing and take your results to your boss. Becoming a resource for the latest industry knowledge is certain to increase your stock considerably.