

54 CAREERS

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Burned bridges could torch you

From the time you accept a job with a company, throughout your employment term and after you leave, it is wise to keep in mind the potential fallout that can result if you make mistakes during the resignation or termination process.

You just never know who knows whom. Employers tend to take the word of others when considering hiring someone for their team. Employees may not consider that former bosses or co-workers could end up becoming a new boss or co-worker elsewhere, or a potential client, or a reference.

Is the person you may have just offended in some way going to be the interviewer for your ideal job next week?

Is your previous co-worker so miffed at you for something you said or did that when a relative or acquaintance of theirs is hiring next month, you would never be considered?

Next time you are planning to resign from your job, think about the impression you will leave and what your employer will say about you in the future if you quit today.

If you and your supervisor have agreed to a specific notice period, be sure to complete it.

It may be difficult, especially if you no longer feel much loyalty, but you will be remembered for the last things you accomplished or didn't accomplish, not the first.

If you are training a replacement, give him or her job-related knowledge and resources that he or she will need to do the job to their best ability.

It isn't doing anyone any favours to hold back valuable information, and in fact, you have an obligation to the company to leave that information with them, especially if it is confidential.

If you are asked to leave immediately, regardless of the circumstances, do it gracefully.

You may be angry or upset, but avoid bad-mouthing the company or your boss to vent your frustrations.

Always remember that your former employer may know someone, who knows someone, etc., and your negative comments or actions could come back to haunt you.

My point is this: Don't burn bridges in the business community



SHARLENE MASSIE
About Staffing

via email at info@aboutstaffing.com

Sharlene is the CEO of About Staffing, an agency specializing in finding top candidates for Office, Executive or Industrial placements, for temporary or permanent needs. You can also follow Sharlene's blog for more industry related topics at <http://aboutstaffing.blogspot.ca/>. We encourage you to write us with any inquiries you may have, or any way we can help you achieve the utmost success as a job seeker or as an employer. We look forward to hearing from you!

— they may end up setting fire to your career ambitions.

If you have any questions or comments about this article or others, feel free to contact Sharlene Massie



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Qualifications

- Advertising enthusiast, online and in print
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- Strong prospecting skills
- Strong negotiating and account planning skills
- Well organized with an attention to detail
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- Ability to work both independently and as a team player

If you have the passion to succeed, submit your resume along with a compelling cover letter no later than Friday December 7, 2012 to:

Miranda Skelton
The Airdrie Echo
112 - 1st Avenue NE, Airdrie, AB T4B 0R6
E-mail: miranda.skelton@sunmedia.ca

Phone calls regarding this position will not be accepted. We thank all applicants for their interest. Only those candidates under consideration will be contacted.

The **Airdrie Echo**