

Glance at the Progress Indian cooperative movement
What You Are - What Your Employer Expects

ಸಿಬ್ಬಂದಿಯವರಿಂದ ಸಹಕಾರಿಯ ಸಂಸ್ಥೆಯು ಬಯಸುವುದೇನು. ಸಹಕಾರಿಯಲ್ಲಿ ಸಿಬ್ಬಂದಿಯ ಸ್ಥಾನಮಾನಗಳೇನು.

Bhaskar Hegde Kageri
Vice Chairman,
Kanara DCC Bank Ltd., Sirsi

Personal qualities are important to success in your job. Your personal qualities will affect how you relate to your Management and co-workers. Accepting constructive criticism will help you improve your job performance.

Personal Qualities Needed on the Job Employers will expect employees to follow certain guidelines to be successful at work –

Positive attitude, Punctuality, Honesty, Courtesy, Good Appearance etc., Positive attitude: Is an Outlook on life, it reflects how you feel about other people and situations. People with positive attitude get along well with other people and enjoy sharing ideas and they are usually cheerful and friendly and treat others with respect. Self-Esteem is having confidence and satisfaction in yourself

Punctuality : When a person is absent, it causes extra work for others. Poor attendance also reduces the effectiveness of the work experience. For personal needs outside the work hours is best. Constantly arriving late to work is one of employee's practice that irritates employers. Employers see tardiness as of "I don't care!" Attitude

Performance : Developing skills on the job become more productive. An employee is expected to possess individual responsibility or willingness to answer for your conduct and decisions. Your employer will expect to put forth your best effort while on the job. Working quickly and efficiently should be one of your goals at work.

Organizational ability. The ability to organize your time and work assignments is another important skill."Work smarter, not harder!" by Prioritizing your work.

Initiative -Making oneself do what is necessary. Self-Management Completing routine tasks without management intervention.

Cooperation. To be effective at your job, is important for you to get along with your management and coworkers. Sociability Interaction easily with people on the job. Being part of the team. Teamwork skills are very important in today's workforce..

Synergy : When people working together do more than doing it separately. Working with Your Management. Your management's role is to make sure that the job gets done. Both quantity and quality..At times many employees are assigned task that they rather not do. But all these jobs must be done.

Courtesy : Showing concern for other people. Being polite and considerate.

Personal appearance : Your appearance is a reflection of you. Good grooming, groomed hair, clean hands, clean clothes, Good health and fitness: Eat well-balanced, nutritious food. Get adequate sleep and rest. Stay physically active and exercise regularly.

Ethics in the workplace : Ethics is the guiding set of moral values. Avoid lying, cheating, and stealing, these are examples of unethical behavior. People who firmly follow moral values have integrity. Honestly Doing the job that you are assigned and not wasting time. Employees who loaf on-the-job are actually stealing from the employer.

Employers expects productivity from the employees for their paychecks.

Confidentiality : At times employees on-the-job have the opportunity to hear his or see something that should be kept private. Not all information need to become public.

Loyalty : Being faithful to your coworkers and your organization. The work ethic How do you feel about your job and how much effort you put into it.

Accepting criticism : Responsibility of a supervisor is to give constructive criticism. Pointing out weaknesses to analyze it and cause improvement. Increase productivity. Summary Meeting your employer's expectations will help you be successful on-the-job. The characteristics need to be improved to expect to be success in the workplace.