



Strategies to Help You Keep Your Job

About a million and a half people have been downsized out of a job in the past year. So, here are some strategies from *Money* magazine to make yourself “fire proof.”

- **Stand out and step up!** Just doing your job well isn’t enough anymore. Stephen Viscusi wrote the book “*Bulletproof Your Job*” and he says, the invisible guy is the first to go. So step up by coming in a few minutes early and leaving a few minutes late, get regular face time with the boss – even if it’s just asking him, “Hey, I’m getting a coffee, want one too?” – and make solid comments in meetings. Also, you can stand out by taking assignments nobody else wants or getting things done ahead of schedule and saving the company time and money. Tough times often mean you need to take on more responsibility – do that, do it well, don’t complain, and you’re a keeper.
- **Be a money maker.** The easiest jobs to cut in a downsizing are the ones that cost the company money, rather than make it money. So figure out ways to either cut costs or make money. Send your ideas to your boss and your boss’ boss. Even if they don’t go for it, you’re now part of the solution, not the problem.
- **Don’t be a sad sack.** Nobody likes a complainer – and layoffs give managers the perfect opportunity to get rid of the people who make their lives difficult. It’s not too late to change your reputation. Be the “can do” person – **ask** for the new assignment instead of waiting to see who gets it. Help other people, and stay away from gossip. You ARE judged by the company you keep – so even if you’re Susie Sunshine, simply by hanging with Debbie Downer, you’re guilty by association. Hang with the people you KNOW your boss likes.
- **Be the go-to person.** Be the expert at something your company values. Maybe your customer base is Spanish speaking – so learn Spanish. Maybe there’s a difficult computer program you can master. If you’re the one they look for to help when there’s a problem, you will not be fired.