



# Termination

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This is the “**getting dumped**” experience of the workforce,  
but it’s something that’s a part of business.

Be fired – Be terminated



# Have you ever been terminated?



Job security certainly isn't a guarantee, especially if you aren't remaining relevant in your field and others prove more knowledgeable, skilled, or reliable. While you may not be able to reverse a plan to eliminate you, you certainly can soften the shock by staying alert and watching for these five signs of your **forthcoming** firing.

1. Conversations with your manager are documented.
2. Your manager **follows up on** items faster than you can accomplish them. **Be able to**
3. Responsibilities are **being pulled from** you. **Ruin**
4. You're not invited to certain meetings.
5. Someone with your title and more experience has been **hired**. **Hire / Fire**

EVERY NEW BEGINNING  
COMES FROM SOME OTHER  
BEGINNING'S END

*Is it possible to think this way if you are terminated from your job?*

*Gain some respect -*

# How does one get terminated at your job?

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# Have you ever had to terminate anyone?

"Dealing with employee issues  
**can be difficult,**  
but *not dealing with them*  
can be worse."

- Paul Foster, CEO and Founder, The Business Therapist

Ethical factors to consider when terminating someone's employment.

- Be sure to hold conversations prior to firing an employee. If they are underperforming or not meeting expectations, having a conversation with them gives them a chance to course correct. The termination conversation should not be the first time the employee is hearing about their shortcomings!
- Stay consistent across the entire organization. We discussed consistency in relation to legality, but it is also extremely relevant to ethics. Consistency can help to avoid discrimination and ensure unbiased and fair treatment for all.
- Be transparent. Employees should be notified in person that they are being terminated. Finding out about getting fired through a letter or from a third party is completely unprofessional. Although most people do not enjoy firing someone, it is important to show the employee enough respect to sit down and have the conversation face-to-face.

How can you prevent getting terminated?

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Be punctual.

Avoid gossiping.

Keep your ringer off.

Avoid taking personal calls.

Don't surf the internet.

Proofread, proofread, proofread

Own up to your mistakes

Don't flirt.

Drink responsibly during the week.

Don't job hunt at work.

Leave your personal problems at home.

Don't be insubordinate.



If you were terminated, what would you do?

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