

Name: _____ Date: _____ Grade/Class: _____

Getting fired at work and school

Employees get fired for some of the same reasons students get into trouble in school. Many school rules and policies for students are similar to company rules and policies for workers.

- ⇒ *In the chart provided below, list five reasons employees get fired in the first column.*
- ⇒ *In the second column, relate the statement to a situation in school. Do students get in trouble for some of the same reasons?*

Getting fired at work	Getting fired at school
1.	
2.	
3.	
4.	
5.	

- ⇒ *Read **Reasons people get fired** to learn more company rules and policies.*

Reasons people get fired

Employees can be fired for many different reasons. However, they are rarely fired because they cannot do the job. Many reasons employers may use for firing fall into the "attitude" category. The real world is different from what you see on television or in movies. Once employees are fired, they will not return to the old job. That just does not happen. Being fired can damage your reputation and self-confidence and use up your savings. Still, employees can keep their jobs by learning from the examples provided below.

1. **Criminal behavior:** Stay out of trouble and obey the law; stealing from an employer or engaging in some other criminal activity will likely get you fired.
2. **Abusing drugs or alcohol:** Abusing drugs or alcohol results in increased absenteeism, injuries, health insurance costs and lost production all of which costs the employer money. An employer cannot afford to keep you on the job.
3. **Insubordination:** The workplace is not a democracy; you must follow orders (within legal and ethical limits). Listen carefully and do the work as assigned and avoid gossiping about or undermining the boss.
4. **Irresponsibility:** You can be fired for abusing break time, leaving your work station, misusing Internet access and email, sleeping on the job, waiting to be told what to do and sloppy, inaccurate work.
5. **Dishonesty:** Be honest about your work assignments and activities and past employment and education records. Know the company policy.
6. **Production:** Produce the quality and quantity of work expected by coworkers and employers. Doing just enough to "get by" is not sufficient. Talk to coworkers or the boss about ways to improve your work or production. Always make an effort to improve after you have been given warnings about your work.
7. **Safety violations:** Accidents are expensive for employers and pose a danger for coworkers. Follow all safety rules and study and save all safety materials.
8. **Unreliability:** Show up for work on time and tell the boss about any absences. Follow the company vacation and leave policies. Demonstrate to the employer and coworkers that they can rely on you.
9. **Inability to get along with others:** Teamwork is important for the success of most companies today. Be a team player and develop cooperative and productive relationships at work.

10. **Appearance:** How you look is a direct reflection on your company's image. See what others are wearing and follow their code and use common sense when dressing for work. Make sure your clothes are clean and neat.
11. **Whining and complaining:** If you constantly identify problems with the company but offer no solutions, your behavior is a drain on morale. Spend your time producing and solving problems.