

职场忠告：辞职也要辞得漂亮实用英语 PDF转换可能丢失图片或格式，建议阅读原文

https://www.100test.com/kao_ti2020/645/2021_2022__E8_81_8C_E5_9C_BA_E5_BF_A0_E5_c96_645380.htm 金融危机当前，可能你不得不一个人做两个人以上的工作，还拿着可怜的薪水，再被老板呼来喝去，终于有一天，你在沉默中爆发，拍案而起，老子不干了！停，先等等，你知道辞职怎样才能辞得漂亮吗？Ready to resign? Before you storm the bosses' office to tell him what you really think, consider that how you quit can have a big impact on your future job prospects. Take a deep breath and consider the points below. 百考试题论坛 准备辞职了？在你去老板办公室让他知道你在想什么从而引发一场风暴之前，仔细想想，你怎么辞的职对你未来的工作前景可是有着深远的影响的。做个深呼吸，考虑考虑下面的问题。 Do you really have to go? Make sure you are planning a change for the right reasons. Would promotion or a move into another department within the business resolve your problems? If you have faith in your HR representative, sit down with them and discuss your options. That's what they are there for! You may find there are more opportunities with your current employer than you realised. 你真的应该辞职吗？要确保你是为了正确的原因寻求改变。你所面临的问题和晋升有关吗？是因为你要被调到公司的另一个部门去了吗？如果你相信公司的HR团队，坐下来跟他们好好谈谈你的选择，HR就是干这个的！你可能会发现你能从现任老板那里争取的比你以为的更多。 www.Examda.CoM考试就到百考试题 Expect a reaction! Unless your employer has been

expecting you to resign, or requested it, you may be confronted with a range of reactions to your intention to resign. Don't see it as an opportunity to respond with a list of complaints and the companies' failings. Maintain a cool head and simply state clearly your rehearsed reasons for leaving. Make it clear to your employer that you wish to leave on good terms。对老板的反应有心理准备！除非你的老板一直期盼着你辞职或者提出辞职，否则你就必然会因为辞职面临一场风暴。你可别把这当成诉苦抱怨的良机，跟老板说公司现在有多失败。你要保持一个清醒的头脑，简洁明了的把你准备好的理由说出来。让你的老板明白你想好聚好散。 Know your obligations. If you are currently under contract or working in a probationary period, you may have the responsibility to provide a certain amount of notice. Be aware of your rights and contractual obligations and seek out your union representative or legal advice if you require clarification。了解自己的义务。如果你是合同工或者在试用期，你可能有责任提供那么一些预先的通知。注意你应享受的权利和应该履行的义务，如果你需要说明的话可以去寻求你的工会代表或者法律咨询。百考试题论坛 Don't burn your bridges. Venting about your job to colleagues or at your boss may mean losing a potentially valuable reference. you may also make it very difficult to return should you ever need to. In addition, the people you work with today will inevitably move on to other things. You may find yourself looking across a desk at them in a future interview! 别自毁前程。把你工作中的怨气对同事或者对老板发泄一通可能让你失去潜在的有价值的关系户。你们的关系可能再也不能重归于好

了。另外，今天和你共事的人搞不好明天就干别的去了，说不定什么时候你就会在一场面试中发现你们坐对桌。100Test 下载频道开通，各类考试题目直接下载。详细请访问 www.100test.com