

会让你被炒鱿鱼的十大工作坏习惯 PDF转换可能丢失图片或格式，建议阅读原文

https://www.100test.com/kao_ti2020/646/2021_2022__E4_BC_9A_E8_AE_A9_E4_BD_A0_E8_c96_646792.htm 你可能认为，只要在工作中表现出色，就不会被炒鱿鱼。但是有些你不经意间养成的坏习惯会让最优秀的员工也丢掉饭碗！所以，还是让我们一起来重新审视一下自己吧！以下就是最要不得十种工作坏习惯。 You might figure that if you do good work, you don ' t need to worry about being fired. Think again there are some habits that can jeopardize even the best employee ' s job. Here are 10 of the riskiest: 你可能认为，只要在工作中表现出色，就不会被炒鱿鱼。但是有些习惯甚至能使最优秀的员工失业，还是重新审视一下自己吧！最要不得的十种工作坏习惯： 1. Playing online during the workday. If you ' re logged into Gmail chat all day, doing your holiday shopping online, or playing on Facebook when you should be working, it could cost you your job. Your employer has the right to monitor anything you do on your work computer, including checking your personal email. Never use your work computer for anything you don ' t want your boss to know about whether it ' s job-searching, online shopping, complaining about your job, hanging out on social networking sites, or anything else. 1. 工作时间上网。工作时间登录Gmail聊天，网购假日促销品，或在Facebook上交友，这样，你的饭碗可能就危险了。监控你的工作电脑是老板的权利，查看你的个人邮件也不为过。如果不想让老板知道，你在网上搜索新职位，在线购物，发牢骚，逛社交网站等等，就别在工作电脑上做这些。

2. Complaining about your boss. You never know who might be listening, and if you get a reputation as a complainer, your boss will eventually hear about it. 2. 抱怨老板。说者无心，听者有意，如果你经常抱怨，终有一天会传到老板的耳朵里。

3. Not owning up to mistakes. Everyone makes mistakes from time to time. what matters is how you handle it when you do. If you don ' t accept responsibility or worse try to cover up that a mistake was made at all, your boss will likely be far more angry at this than at the mistake itself. 3. 掩盖错误。人无完人，犯点错误在所难免，可关键在于你处理它的方式。逃避责任，或者做得更恶劣，想方设法掩盖错误，这样做是错上加错，可能比错误本身更让老板光火。

4. Being preoccupied with whether something is your job or not. Protesting that something isn ' t in your job description is a good way to lose the support of your boss. Job descriptions aren ' t comprehensive, and most people end up doing work that doesn ' t fall squarely within that job description. (That ' s what “ and other duties as assigned ” means.) People who balk at this often end up at the top of a lay-off list. You want to make yourself more valuable to your employer, not less. 4. 对工作任务斤斤计较。有时我们在做一些不属于我们工作范围内的事情的时候会产生抵触情绪，而这种情绪就很容易招致老板的反感。招聘时说的职责说明往往不全面，尽管工作不在职责描述中，大多数人还是会做。（招聘要求中写的“其他工作”就是在这种情况下派用场的。）最先被炒的往往就是这些对工作推诿的人。应该让老板觉得你更有价值，而不是反其道而行之。

5. Getting angry at work. It ' s normal to occasionally get frustrated at work, but it

crosses a line if you ' re yelling, slamming doors, or snapping at people. It only takes one incident like this to get a reputation as the angry guy who no one wants to work with, and that ' s a label that ' s very hard to shake. 5. 工作中耍脾气。工作中偶尔受挫实属正常，但是，如果你大喊大叫、摔门、或指责同事，事情就升级了。结果呢？被同事冠以过于情绪化的名声，没人愿意跟这样的人共事，而且这样的标记很难抹去。 更多推荐：
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