

Helpful Hints to Improve Employee Productivity

This e-newsletter contains helpful hints to increase employee morale and productivity during these uncertain economic times. We hope you find these techniques useful and that they have a positive impact on your business, your customers and your employees.

Manage Performance

Make Sure Employees Know What Is Expected of Them

According to Gallup the majority of employees worldwide, 63%, do not feel engaged at work. To counteract this, management can take the following steps to improve productivity and put employees in a more productive mindset.:

- Design economic incentives so employees at all levels of an organization can benefit from them.
- Provide meaningful feedback in a constructive manner on a regular basis.
- Respect employees as individuals, in addition to the job they do.
- Be sure management at all levels of an organization receives adequate training.
- Provide support for employees when it's genuinely needed.
- Ensure senior leadership models behavior that makes the rank-and-file proud to be part of the team.

Developing and maintaining a consistent management approach that gives employees direction and focus and lets them know how well they are performing is a key link in the productivity process. The result is employees who possess a feeling of job security which leads to greater productivity for employers. .

Employee Recognition - on a tight budget

Appreciation and Small Rewards

Encourage managers to use a combination of the following recognition and reward techniques:

- Acknowledge that base pay budgets are smaller than in the past
- Follow a clear process for distributing pay increases
- Communicate with employees that only above average performance will be rewarded
- Frequently recognize employees for work well done
- Let employees know that their work is appreciated, and
- Give appropriate and timely rewards

Employee appreciation will go a long way to retaining your key employees!

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