



CAREER BOUND SUCCESS, INC.

What are the best strategies to achieve a promotion?

How can you set yourself up for success to advance your career?

Get Promoted Using These 5 Tips!



1. Understand & Set Career Goals

- Ask yourself what you want to accomplish in: one month, one year, and five years.
- Identify which types of career moves will achieve your goals:
 - Vertical: Advance to a higher level
 - Horizontal: Transfer from one department to another
 - Lateral: Undertake a new position with the same level of responsibility
- Develop & monitor written monthly & quarterly goals to stay on target.

2. Be Open with Your Manager

- Speak to your manager about your potential within the organization.
- Develop a plan with your manager including steps that need to be taken for you to get a promotion.
- Discuss your strengths & areas for improvement.
- Foster a trusting & supportive relationship with your manager to attain your goals.

3. Get Involved

- Volunteer for team projects.
- Seek additional responsibilities to demonstrate your competencies.
- Attend more company events to bond with your coworkers & the management team.

4. Master New Skills

- Match your competencies to your desired position & assess what skills you need to learn.
- Take classes to gain new abilities to succeed in the workplace.
- Attend seminars & workshops focused on your areas of expertise.

5. Ask for the New Position

- Meet with your manager face-to-face to discuss a promotion or change in job status.
- Articulate your value as an employee & your accomplishments.
- Discuss how you would contribute to achieving the organization's targeted goals in your new role.

You can secure a promotion by effectively planning ahead!

Jumpstart Your Job Search



Discover your competitive advantage by collaborating with Arlene Newman, President of Career Bound Success, and her team.

We work with professionals at all levels and across all industries, providing them with strategies to successfully land jobs!

In addition, we work with companies to provide **Corporate Outplacement**.

With one-on-one coaching, we develop personalized strategies to achieve career success.

Our services include:

- Career Direction
- Resume Preparation
- Personal Branding
- Online Image
- Networking Strategies
- Interview Training
- Salary Negotiations
- Corporate Outplacement

And More!

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