



APPOINTMENTS

MAKING OPPORTUNITIES KNOCK ON YOUR DOOR

How to make values live in your organization

Values exist in every workplace. Your organization's culture is partially the outward demonstration of the values currently existing in your workplace. The question you need to ask is whether these existing values are creating the workplace you desire.

Do these values promote a culture of extraordinary customer care by happy, motivated, productive people? If not, you will want to:

- identify the values that currently exist in your workplace;
- determine if these are the right values for your workplace; and
- change the actions and behaviors by which the values are demonstrated, if necessary.

"Within the organizations I have had the opportunity to serve, the core values were communicated by actions mostly - in the ways in which business is conducted on a day-to-day basis, and not so much in words directly spoken or written."

"I am a strong advocate of demonstrated values more than written or spoken - actions speak louder, but also believe that written values that reinforce and support specific actions, and specific actions that reinforce and support written values, make a powerful combination that far exceeds one or the other by itself. If it is written down and demonstrated in action, we can really hold our feet to the fire when we need to."

In a prior article, I discussed what values are, why you want to identify values, and where values fit within your workplaces. This article moves the process of identifying workplace values to the next step.

Values Development Process

My focus, in this article, is on how to develop and articulate shared workplace values. While the focus is on values identification and alignment, you can use this process to develop any product or course of action that needs widespread support, enrollment in, and ownership from your staff.

I have used it successfully to help organizations develop mission statements, visions for their future, relationship guidelines and norms, prioritized action plans, and departmental goals.

Steps in a Values Identification Process

To identify organization values, bring together your executive group to:

- learn about and discuss the power of shared values;
- obtain consensus that these leaders are committed to creating a value-based workplace;
- define the role of the executives in leading this process; and
- provide written material the executives can share with their reporting staff.

In one of my client organizations, that recently completed this process, the Team Culture and Training Team, a cross-functional group of employees from every level of the organization, asked the executive group to initiate and lead this process.

Where possible, acting on a desire for change that is percolating from all corners of an organization, is a powerful assurance

of success.

Design and schedule a series of values alignment sessions in which all members of the organization will participate. Schedule each member of the organization to attend a three-four hour session. (If your group is small, it is most effective for all members to meet in one session together.)

These sessions are most effective when led by a trained facilitator. This allows each member of your organization to fully participate in the process. Alternatively, train internal facilitators who lead one session, and participate in another.

On the next page, read about the role of leaders in a successful values identification and alignment process. -/humanresources.about.com

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LOGISTIC ASSISTANT	2	4,598.00
SENIOR TECHNICIAN	3	4,598.00
TECHNICIAN / ELECTRICIAN AUTOMOTIVE	2	4,068.00
TECHNICIAN	5	4,068.00
DENTER - AUTOMOTIVE	1	4,068.00
PAINTER - AUTOMOTIVE	1	4,068.00
TYRE FITTER	7	4,068.00
SERVICE SUPPORT ASSISTANT	2	4,068.00
HELPER	6	2,100.00
TOTAL	50	

TERMS & CONDITIONS 1 AED = RS 31
 *Medical uniform provided free by the company *Accommodation provided free by the company *Food Allowance is included in the salary *Return Air Ticket will be provided free by the company *Repatriation air ticket will be provided free by the company after completion of contract *Working hours will be eight (08) hours per day 6 days per week *Vacation 30 days per year and contract period 2 years renewable *Other terms and conditions as per UAE labour law.

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Must have a good track record with experience He should have a full/part qualification in CIM/SLIM. Should be an elegant outgoing personality. Age between 25-35 years.

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He/she must be well conversed in English. An efficient team player carrying a good knowledge of MS Office. Must have good PR & event organizing skills.

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NEED A JOB

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E- Mail your resume to employment@wijeya.lk

ASK THE EXPERT



EASTERN UNIVERSITY, SRI LANKA

VACANCIES

Applications will be received by me for the following posts at the Eastern University, Sri Lanka, Vantharumoolai, Chenkalady and the Trincomalee Campus, Konesapuri, Nilaveli, Trincomalee from suitable candidates.

(1) Eastern University, Sri Lanka

- (I) **Centre for Information & Communication Technology**
 SENIOR LECTURER GR. I/GR. II/LECTURER (PROBATIONARY) IN COMPUTER SCIENCE
- (II) **Career Guidance Unit**
 CAREER GUIDANCE ADVISOR
- (III) **Internal Audit Unit**
 AUDIT ASSISTANT GRADE II
- (IV) **Faculty of Agriculture**
 Department of Crop Science
 SENIOR LECTURER GR. I/ GR. II/ LECTURER (PROBATIONARY) IN CROP SCIENCE
 University Farm
 FARM MANAGER (LOWER GRADE)
- (V) **Faculty of Arts & Culture**
 Department of Fine Arts
 SENIOR LECTURER GR. I/ GR. II/ LECTURER (PROBATIONARY) IN FINE ARTS
- (VI) **Faculty of Health - Care Sciences**
 Department of Human Biology
 (Disciplines of Physiology)
 SENIOR LECTURER GR. I/ GR. II/ LECTURER (PROBATIONARY) IN HUMAN BIOLOGY
 Department of Pathophysiology
 (Disciplines of Pathology, Microbiology, Parasitology, Forensic Medicine)
 SENIOR LECTURER GR. I/ GR. II/ LECTURER (PROBATIONARY) IN PATHOPHYSIOLOGY
 Department of Clinical Science
 (Disciplines of Medicine, Surgery, Paediatrics, Psychiatry, Imaging)
 SENIOR LECTURER GR. I/ GR. II/ LECTURER (PROBATIONARY) IN CLINICAL SCIENCES
 Department of Primary Health Care
 (Community Medicine and Family Medicine)
 SENIOR LECTURER GR. I/ GR. II/ LECTURER (PROBATIONARY) IN PRIMARY HEALTH CARE
 Department of Medical Education and Research
 SENIOR LECTURER GR. I/ GR. II/ LECTURER (PROBATIONARY) IN MEDICAL EDUCATION AND RESEARCH
 (Note: Bachelor of Dental Surgery (BDS) Degree holders may also apply for the above posts)

(2) Trincomalee Campus

- Faculty of Applied Science**
 Department of Computer Science
 SENIOR LECTURER GR. I/ GR. II/ LECTURER (PROBATIONARY) IN COMPUTER SCIENCE
 Department of Physical Science
 SENIOR LECTURER GR. I/ GR. II/ LECTURER (PROBATIONARY) IN PHYSICAL SCIENCE
 (Preference will be given to those who have knowledge in Electronics/Applied Physics)

Method of Application

- 1) Application forms and details could be obtained from the office of the Senior Assistant Registrar/Academic Establishments, Eastern University, Sri Lanka, Vantharumoolai, Chenkalady by submitting a money order for Rs. 100/- drawn in favour of "Bursar, Eastern University, Sri Lanka, Vantharumoolai, Chenkalady" (Either in person or by sending a self-addressed stamped envelope 23x10 c.m. in size).
- 2) Application forms could be downloaded on the University website (www.esn.ac.lk). Downloaded application forms should accompany a money order for Rs. 100/- drawn in favour of "Bursar, Eastern University, Sri Lanka, Vantharumoolai, Chenkalady".

Age: Not more than 45 years

- Age limit does not apply to the employees in the services of the Government Departments, Statutory Boards, and State Corporations.

Applicants who are employees of Government Departments, State Corporations and Statutory Bodies should forward their applications through the Head of their respective institutions, but may send an advance copy in the first instance. However, no such applicant will be considered for appointment, if the application routed through the Head of the Department is not received.

CLOSING DATE

Completed application form should be sent under registered cover to reach "The Snr. Asst. Registrar/Academic Establishments, Eastern University, Sri Lanka, Vantharumoolai, Chenkalady" on or before 30th June 2009.

Incomplete and illegible applications or applications received after the closing date will be rejected.

EASTERN UNIVERSITY, SRI LANKA
 VANTHARUMOOLAI,
 CHENKALADY.
 1ST JUNE 2009

ACTING REGISTRAR