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## **HR Solutions Offers Tips for Getting Through Downsizing**

*– Being Prepared is Key for Surviving Today's Changing Marketplace –*

Atlanta, GA, July 25, 2002 — As companies strive to cut costs and reduce overhead, the chance of being downsized is becoming more of a possibility. However, there are ways to help reduce the chance of being downsized. And there are ways to deal with being downsized if that happens to you.

If you want to survive a downturn, the first thing to do is become more visible in a positive way—at work and in the community, according to Dr. Linda Kammire Tiffan, Ph.D., managing director of the Atlanta office of HR Solutions, a leading national executive recruiting firm. “For instance, show you are a good team player and offer to accept additional assignments or assist with projects that may not be directly listed in your job description,” she explains. “This shows that you are willing to go the extra mile and that you are interested in learning new skills.”

In addition, Dr. Tiffan advises employees to:

- Look for ways to add value to your role for your current employer.
- Increase your profile with decision makers and be willing to speak up and take risks.
- Communicate with supervisors, managers and key decision makers through memos or e-mail from time to time, sharing ideas or observations with action steps to improve productivity.

Your goal is to focus on internal networking and ensuring that you're perceived as an indispensable team player that is very important to the company. However, if the “pink slip” does come your way, here are some ways to cope with the career transition process:

- Read any severance documents carefully and ask for clarification before you sign.

- Take advantage of any job search assistance that the company offers.
- Look forward, not backward—don't become depressed, angry or spiteful.

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- Realize you are not alone. Many other people have experienced job loss.
- Tell people you are out of work and looking for a new job. Don't hide it from family and friends.
- Use your extra time as an opportunity to evaluate your real interests, skills and options for new employment.
- Stay engaged in the business and professional community through various groups, organizations and charities.
- Learn some new skills—technical, functional or interpersonal—that will make you more marketable.
- Conduct an active job search that uses networking as your main tool.
- Remain positive and optimistic, keeping in mind that employers hire great attitudes, not skill sets.

Entering a time of transition can be daunting, but it is not an insurmountable challenge, reminds Dr. Tiffan. “In fact, most people—once they’ve completed the transition—say that being downsized was the best thing to happen to them,” she notes. “It helped them move from a job they were not happy in, but lacked the motivation to change, or it led them to another position that provided more challenge and a fresh start.”

### **About HR Solutions**

Founded in 1971, HR Solutions is a premier executive recruiting and consulting firm. Through a regional network of 12 wholly owned offices, the firm's more than 200 professionals conduct recruiting assignments in a range of industries for public and private organizations of all sizes.

HR Solutions specializes in professional search. It places full-time professionals in permanent positions and places contract professionals on special projects. For more information, visit [www.hr-solutions.com](http://www.hr-solutions.com), email [atlanta@hr-solutions.com](mailto:atlanta@hr-solutions.com) or call 770-804-0402.

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