

Professional Office Ethics

By Arjun Nair

The situation is my company - the RED company really wants to obtain the \$19M foundation funding and has already started its entry to compete with the BLUE company's entry in 45 days. But, the problem is that my group has been lagging behind in its responsibilities, while the other two groups have been on task and are even ahead of schedule. But, the problem is that my colleagues are already working 50-60 hours per week and are facing a lot of stress regardless of the workload given to them. So, I have a dilemma on who should get the most and least workload.

Due, to Andy's divorce, which will be over in a month, I will give him some leniency and make him make up the hours or work he couldn't finish in the rest of the 15 days of the report, therefore giving him some slack and flexibility to finish his work responsibilities. And in the case of Troy, I will be talking to him about the benefits of working solely on behalf of the RED company. I will give him the option that if he works solely for the RED company for 45 days on this project, he might not need to go for a second job, as the funding would provide him with a better salary and benefits. In the case of Susan, once Troy gets his productivity in line, Susan may have more time to do things, which then can be allocated to her or me, depends on the time both of us may. For Shanetta, as she is a young worker she may need to be given extra work very cautiously as she may not like too much work or stress, therefore I will prioritize her PR position first and whatever time she has left or is willing to give to complete the project will be allocated for graphic design. Also, the graphic designs can be handled by Andy after his break and also me as most of the other categories have been cleared out and allocated to each employee with equal consideration and evaluation of their personal lives.

Therefore, by giving a leniency to Andy, his work output and productivity will increase, as he would have time to recover from his divorce. And, by persuading Troy to work for the RED company only for a month for better salary and benefits in the future will skyrocket his productivity, as he would only have to maintain a job at one company. And for Susan, as she doesn't need to do Troy's work anymore, she will have more time and that will be more flexible to give her extra work. Then, for Shanetta, being the PR for the company needs a very relaxed lenient schedule for her other duties, that is computer graphics. This part of the project will be

carried out by me mostly - the graphic design part and also, with the help of Andy, as he was given a break over the other employees, therefore extra work for him is entitled.

Works Cited

Image

-https://www.endopracticeus.com/wp-content/uploads/2014/03/Practice_Management_Seidberg_400x267.jpg