

How to Spot a Jerk at Work

It's no secret that jerks can be a real pain to work with, especially as we approach the dog days of summer where the hot days can test our emotions. Although we may blame others for being jerks, it's possible that **you** (possibly unknowingly) may be the jerk. Not everyone is aware of their jerkish behavior and to make you aware, below are 10 surefire ways you can become a jerk. Hopefully this will prevent you from becoming one.

1. **Communicate via email 100% of the time**-Heavy reliance on communicating via email rather than face to face makes you less prepared to handle conflict or handle crucial conversations. You may miss out on tone, context and body language during face-to-face meetings—all vital to comprehension and relationship building.
2. **Lack perspective when communicating with others**-Failing to see things through another point of view makes it difficult to find common ground.
3. **Do not solicit other's feedback**-Failing to solicit feedback from your peers and colleagues makes it difficult to fully understand how your behavior and emotions affect others.
4. **Never taken a personality test**-Not being aware of your personality and behavior makes it difficult to understand your working style and other's working style.
5. **Don't think, instead, act impulsively during conflict**-Failure to assess the situation, and analyze, before you act will lead to impulsive, regrettable decisions.
6. **Fail to recognize yours and other's emotions and behaviors**- This lack of awareness makes you come off as unapproachable, disinterested, or someone with a poor attitude.
7. **Failure to create a safe environment for staff and colleagues**-Lacking an environment where people are empowered to offer ideas, become engaged, and can add value causes tension, fear, and distrust.
8. **Lack generational awareness**- Failing to understand the types of generations you work with and adjust your working style contributes to toxic work environments, misunderstandings, stress, unhappiness, loss of clients, and employee turnover.
9. **Do not actively listen**-Failing to listen intently with your full attention leads to conflict, resentment, frustration, and low morale. It also demonstrates a lack of respect to the person talking to you.
10. **Do not use social skills as a necessary job skill**- Lacking social skills leads to poor communication, productivity, performance, morale, and increased conflict.

How do you spot a jerk at work?

*Eric Williamson is a keynote speaker and author of the book **How to Work with Jerks**. Order your copy today on [Amazon](#). He works with organizations to build stronger customer and client relationships.*

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