

## EMPLOYABILITY SKILLS

# Attendance



BEING ON TIME gives the impression to the employer and others what You value.

How you view and manage your Time is a large part of the reflection of who you are.

BEING ON TIME shows your commitment and brands you as a reliable person.

When you're late, you are telling other people that your time is more important than theirs.

BEING ON TIME communicates to others that they can trust and rely on you.

BEING ON TIME will advance you while.... being late will get you fired.



How does 'being late to work' impact you  
...your co-workers and your boss?