

CREATE A GREAT FIRST IMPRESSION



WHY ARE FIRST IMPRESSIONS IMPORTANT?

First impressions are powerful so it is vital you make a great first impression in your new role! We have some top tips to help you settle in to your new team and role to ensure you leave a positive and lasting impression to help you settle in and be welcomed by others.

8 PRACTICAL TIPS TO HELP YOU MAKE A GREAT FIRST IMPRESSION IN YOUR NEW ROLE...

- 1 POSITIVE MENTAL ATTITUDE**
Let your enthusiasm for being part of a new team and organisation show!
- 2 DRESS AND ACT PROFESSIONALLY**
Even if others don't, you are new and need to demonstrate professionalism
- 3 AVOID OFFICE GOSSIP AND POLITICS**
Don't be drawn into it or run the risk of being associated with it
- 4 SHOW APPRECIATION**
Demonstrate appreciation to anyone who helps you settle in to the company
- 5 LEARN NAMES QUICKLY**
Learning peoples names will help you settle in and build rapport/relationships
- 6 LISTEN AND TAKE NOTES**
Take notes and listen, this will show your eager to learn quickly
- 7 ASK QUESTIONS AND ASK FOR HELP**
Asking questions and for additional help show's you are interested to learn
- 8 BE QUICK TO OBSERVE AND SLOW TO JUDGE**
Don't make snap judgements about people, take a step back and take time to get used to your new team and new environment

