

Additional Tips for Resigning

- The jerk you leave behind today may well end up being your boss again - or perhaps even worse, your underling - in the future. And remember, too, that sometimes those jerks are oblivious to the fact that they're not well liked. If you are remembered as someone who was positive and generous in the past, you may well be greasing the wheels to a great future as this former boss of yours who is now your *new* boss puts you (the friendly face he remembers from before) ahead of the strangers in the new position. This may facilitate transfers to other branch offices, better assignments, and more.
- After informing your manager, be sure to personally tell other managers or key employees with whom you have worked that you have resigned. Say it in a way that "thanks" the person for helping you develop your career. "I don't know if you've heard, but I am resigning to take a position at another company. Before I leave I wanted to be sure to let you know how much I've enjoyed working with you." These people may leave for other jobs in the future and you want them to have positive memories of you. Who knows when they can impact your next career move?
- Be physically prepared to walk away that day: before resigning, save to disk or email to a private account anything you need and have the right to take
- Don't get into a complaint session with your co-workers before you leave. Behave as if you were returning as normal, and every negative thing you say will get back to the boss or to the person you complain about. Again, you never know when these people will resurface in your career. If you have to have a venting session, do it only with one very trusted co-worker. Save it for after you are gone - and definitely, do it away from the office.