

# Just on the Brink of Success (J.O.B.S.)

## 10 Tips on How to Receive a Promotion



In this ebook I will be giving you ten tips on how to receive a promotion at your job. "

**Question:** Why are you giving us ten tips on how to receive a promotion at our jobs?"

Because it takes money to advance the Kingdom of God, and it takes the people of God to have influence at their respective workplaces and communities to bring restoration to the world. That time is now.

So now that I have answered that question...

Many of the tips found within this ebook have been tested and proven according to my career progression. I never progressed alone, I have always had people mentoring and assisting me along the way. Even when I didn't realize it. ☺

**Let this serve as my disclaimer:** Every job/career situation is different, but when we apply principles with the right heart and motivation, God gives us the desires of our heart. It would be very difficult and unwise for me to provide you with ten EASY steps or ten ways to get promoted.

Or.. ten ways or steps to get noticed.

Or.. ten ways or steps to stand out at your job. **These are marketing strategies used by copywriters to increase the number of visitors or readers to a webpage or article. Be careful of what you eat because some of these articles are geared to feed the ego.**

**TRUTH:** There is no easy way to get promoted nor are there any specific steps we can take to get a promotion. Promotion comes from within, but who you are and what you know has to be applied in a practical manner where what you do can be measured.

Lastly... If you look at the picture (**above**) accompanied with this publication you would assume that a promotion is a climbing of a ladder. As we climb the proverbial corporate ladder, we gain rank in title and responsibility. Well... Be aware that promotion is not a climbing of a ladder. Promotion is progression that moves forward, so let's go on this ride together to gather and assemble as one.

**First things first**, let us define promotion. I define promotion as advancement in a job/career setting. In some cases, front line employees take on new supervisory/managerial roles when they have experienced promotion. In other cases, managers and area supervisors take on new supervisory/managerial roles which can result in them becoming a director, vice-president or president of a company. Also, there is usually an increase in responsibility, pay wage or salary accompanied with a promotion.

**TIP #1:** Realize that you have been employed by the company to serve. **"How may I help you" should be your anthem.** You must come into an understanding that you have been placed to help the organization accomplish its vision and mission. Laying down your agenda allows you to serve with a pure heart.

**TIP #2:** Learn everything you can about how the organization works internally. Familiarize yourself with your employee handbook. Reading and understanding your employee handbook lessens the learning curve. The more you understand about your rights and responsibilities as an employee in addition to the operating procedures recognized by

your employer, the more you increase the likelihood of you becoming successful during your tenure with your company.

**TIP #3:** Understand that when you accepted your job you entered into a new relationship. You work **WITH** the organization and not **FOR** the organization. Realize that you are not a slave, you are a key player that plays **A PART** on a **TEAM**.

**TIP #4:** Mentoring ----- Who is mentoring you? Whatever direction you desire to go into or position you desire to obtain will be realized through mentorship. You must actively seek wisdom from someone who has been there. Knowledge will only take you so far.... **BUT** Wisdom from a mentor (within your company that understands where you are trying to go) will take you to a place of preeminence.

**TIP #5** Perfect the art of **CROSS-TRAINING**.... It is easy for us to take each others' jobs for granted when we don't understand how our jobs affect the whole. Take the initiative and see how each piece fits within the puzzle of the entire company. Job shadow other positions within your organization. Once you gain understanding, your decision making will dramatically improve.

**TIP #6:** Know and understand how numbers drive your company's daily operations. When I say numbers I mean the cost of doing business (budget), production, revenue, monthly, quarterly and annual figures. If we don't understand how numbers affect our organization then some of the individual and departmental goals we have may not compliment the direction our company is going into. **ANY direction we take that is not in the direction of the organization we are SUBMITTED to is division.** Remember... numbers tell a story. All stories are told from the end to the beginning with the details being in between. If we understand the numbers and how they impact our everyday actions, then we have a better chance of achieving our individual and departmental goals.

**TIP #7:** Construct a 30/60/90 Day Action Plan.... And **FULLY** commit to it. Although circumstances are subject to change, you do need a plan of action that you can see so you can stay on track. For example, Within your first thirty days of employment you should: **1. Understand the mission and vision of your company and department. 2. Understand your company's expectations. 3. Begin forming professional relationships with your co-workers. 4. Investigate the culture of your organization.** Construct your goals and commit to achieving them. Now ask yourself, "What assistance will I need to meet my goals? You can find an abundance of 30/60/90 Day templates online.

**TIP #8:** Understand the difference between "being there" and "being there ON PURPOSE." Two different individuals can be at the same job. One person can be there just to pass time or to receive a paycheck while the other person who is there on PURPOSE understands that his/her being there serves a GREATER PURPOSE OF RESTORING HUMANITY. You can just be there (at a job) to say that you have a job or just to pass time... BUT when you are there ON PURPOSE you realize that you have been sent there on assignment to restore the lives of people and receive the healing you need to pioneer forward.

**TIP #9:** Know the product and/ or service your company offers INSIDE OUT. You cannot sell a product or service you know nothing about. In order to sell a product/service you must know the product/service intimately.

**TIP #10:** Never leave room for assumption for in assumption lies confusion. Whenever and whatever you are communicating to a team member, there should always be an OUTCOME. Follow through with the process to the very end, never leave a task or problem unresolved hoping someone else will pick up where you may have left off.

## *Who Is Marcus Cage?*

Marcus Cage's mission is to serve the will and purpose God has for his life. He maximizes the use of his time, talents, and treasures to sow into the life of others. He was born and raised in the city of Joliet, Illinois, and is a graduate of Joliet Central High School (Class of '98). As a prophetic voice, Marcus has been called to the arena of education, business, and finance. He is a member of Rehoboth International Ministries (located in Joliet, Illinois) and is submitted to the leadership of Apostle Steven Moffett and Prophet LaQuenta Moffett.

Marcus develops others and aids them in realizing their God-given potential, talent, and ability. As a training facilitator and curriculum designer, he teaches and trains youth from ages 16-24. He also trains and teaches instructors who work with youth ages 16-24. Marcus's primary goal is to provide training and curriculum that assist young people in becoming employable through the discovery of their true identities.

Divine Works Strategic Planning and Business Solutions is a business management firm operated by Marcus that specializes in areas of strategic planning and business solutions. Divine Works' objective is to assist its clients in becoming more profitable by analyzing business operations and structure. The mission of Divine Works is to empower the masses through education.

Marcus functions in the capacity of a trainer, teacher, mentor, management consultant, and career instructor. His focus and passion is in the areas of personal and professional development. He is also well versed in the areas of strategic planning, project management, process improvement, and development. His professional background consists of real estate, retail, and warehouse logistics in addition to youth leadership development. He has a bachelor's degree in business administration from DeVry University where his concentration was small business management and entrepreneurship.



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