

# TAKE OWNERSHIP OF YOUR WORK

**In terms of your area of responsibility, you are the owner of your job. How you perform at work reflects the type of individual you are, so make a habit of doing the best job you can at all times.**

**When you see something that needs to be done, do it. Don't wait for someone to tell you it needs to be addressed. Just take the initiative and act. When a situation arises that needs attention or requires that a decision be made, if it is within the realm of your responsibility, handle it. Make the decision.**

~happy@W"ork-Jim Donovan~