

WORK EFFICIENCY AMIDST THE PANDEMIC

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As the Covid-19 virus began to surge worldwide, government started to implement protocols and strict lockdowns to prevent the spread of virus.

As part of it, businesses and offices are continuing their operation in a Skeletal Workforce. Few entrepreneurs decided to end their businesses due to bankruptcy. Brought by the pandemic, work efficiency has been an issue in increasing work productivity.

Performing your duties under pressure is an additional way of strengthening your mind and abilities. This has come with managing your time to become more efficient in a specific field you belong with.

Plan for targets within a day or week. This could have been easier for you to accomplish the tasks provided through this effective guidance. With the new normal, amidst pandemic, while reporting onsite, you may not have enough time to perform the duties given and is limited to the resources needed.

Allow obstacles to be your weapon. Hindrances may become your strengths to become more productive. Throughout your journey, you will feel empty without any risk at all. Maximizing your materials may help you to overcome those problems that may occur as part of accomplishing it.

Allow learnings to be your steppingstone. Learnings are the best outcome you may have when dealing with circumstances. As a non-teaching staff, dealing with paper works

and clients with the new normal are difficult but with the help of your learnings, you will be able to identify and classify all the things for easier transactions.

It is important that you pay attention to this kind of situation. There may be a time that you will feel struggled, exhausted, and nothing to hold on. But your determination and learnings may become the one to lift you up so that the entire performance will be an efficient one to provide a quality service to the public.

References:

<https://www.forbes.com/sites/hvmacarthur/2020/04/05/effective-time-management-while-working-remotely-during-the-covid-19-pandemic/?sh=62545b7026df>