

## 5 Secrets To Win In Office Politics



Office politics – a taboo word for some people, a pervasive thing at the workplace. In its simplest form, office politics is simply about the differences between people at work; differences in opinions, conflicts of interests are often manifested as office politics. Though it's unpleasant to admit it, there's a lot more that goes into being successful at work than merely being good at the tasks you're assigned.

There is no need to be afraid of office politics. Top performers are those who have mastered the art of winning in office politics. Below are 5 good ways to help you win at the workplace:

### 1. Know Your Goal

When conflicts happen, it's very easy to lose focus on the immediate differences. Opportunities are you'll be resistance by focusing on differences in people's positions or opinions.

Don't act like you are fighting and to emerge as a winner in conflict, you have to focus on the business goal. In the light of what's best for the business, bring out the pros and cons of each option. Eventually, no one wants the business loses; if the business doesn't win, then everyone loses. It's much easier for one to eat the humble pie and back off when they realize the chosen approach is best for the business.

## **2. Be useful to your peers.**

Helping others to learn the skills and information might seem counterintuitive. However, that could otherwise distinguish you from everyone, you build trust with your coworkers that could lead to them being your ally down the road. Moreover, these people may be willing to pass along information to you, whether it's a tip on how to do your job better or a heads up about a coming organizational shift at your company.

## **3. Try to understand before you seek for understanding**

People feel unjustified because they felt misunderstood. Instinctively, we are more interested in getting the others to understand us than to understand them first. Top people managers and business leaders have learned to suppress this urge.

Surprisingly, seeking to understand is a disarming technique. Once people feel that you understand them, in return they will feel less defensive and be open to understand you. This sets the stage for open communications and can reach at a solution that both parties can agree. It is very difficult to try to arrive at a solution without first having this understanding.

## **4. Always be doing something**

At work, your actual productivity doesn't always be parallel to that productivity is perceived by your bosses and peers.

Avoid being seen doing useless activities at work like chit-chatting with your peers. This gives people the impression that your time is not particularly valuable and sends the message that the only thing you're adding to the company is a likable personality. Strive for a good image rather than being someone who spends working hours casually.

## **5. Always think about win-win**

As mentioned above, office conflicts happen due to conflicting interests. Conversely, we are afraid to let someone else win, because it implies we are losing.

Learn to think in terms of "how can we both win out of this situation?" Know what are common in both of the party and the difference. Seek for solution which is beneficial and acceptable by both parties. People simply don't like to lose. You may get to win once or twice, but soon, you'll find yourself losing allies in the workplace. Thinking win-win is an enduring strategy that builds allies and help you win in the long term.