

How to Handle People You Really Don't Like

Without Changing Who You Are!!

We all work with people we don't like very much. They annoy us, they push our buttons, and they seem to stick with us even though they've left the room.

We can't fix them, but we can adapt our behavior toward them so that they become less annoying, and more tolerable at work.

Pick Your Person, Choose Your Strategy!



The Bully

- Sees everyone as an adversary
- Afraid of being taken advantage of
- Needs to feel in control

Try this:

Be direct, like they are.

Don't take offense at their brusqueness.

Offer options they can choose from.



The Lightweight

- Overly optimistic, talkative, and social
- Loses sight of deadlines and details
- Loves collaboration and recognition

Try this:

Acknowledge their contributions in public.
Help them with details and follow-through.
Be friendly, flexible, and inclusive.



The Pushover

- Resistant to change
- Avoids conflict at all costs
- Will go along in order to get along

Try this:

Be sincere and informal, accept and appreciate them.
Encourage them to speak up.
Warn them of changes in advance.



The Critic

- Focused on tasks, data, and logic
- Finds fault with nearly everything
- Prefers to work independently

Try this:

Be accurate, thorough, and logical
Support your facts with data
Don't take their criticism personally

The Rest of the Story...

Yes, we dislike the behavior of these four types of people, and yet, their negative characteristics are simply **strengths they've somehow overused**.

The Bully is direct and decisive and expects results quickly. S/he may sometimes make hasty decisions, and that can certainly be a good thing in the right circumstances.

The Lightweight is optimistic and outgoing, and can be very encouraging to other team members. Often a great cheerleader on a project, this person can make connections and shepherd a project forward.

The Pushover is sympathetic and accommodating, and a great team player, often picking up the slack when necessary.

The Critic is reserved, reflective, and precise, and often has the data we need to make the right choices. Their demands for accuracy help keep our projects on track, even if they seem to cause delays.

Do You See Yourself Here, Too?

Ignore the characterizations of *Bully*, *Lightweight*, *Pushover*, and *Critic* for a moment. Do any of the descriptions above resonate with YOU?

- Are you direct and decisive, looking for quick results?
- Are you optimistic and outgoing, often encouraging others?
- Are you a great team player, setting aside your own needs for the good of the group?
- Are you focused on quality and accuracy, ensuring correct outcomes?

If any of these, or even more than one, sound like the person you are, then you have many of the strengths of the four styles we've just outlined. The challenge we all face, is to avoid over-using our strengths, so that they don't become limitations in our interpersonal relationships. Managing yourself, and then using the tips on the previous pages to manage your relationships will do a great deal toward creating more happiness and success for you at work!

Want to learn more about these personality types? Want to further pinpoint your strengths and challenges, with a professionally produced online self-assessment?

Contact me at alice.wojcio@advtrain.com I look forward to hearing from you!