

# Rules for Advancement

Suggestions for getting ahead on the job  
from the Bible, wisdom, and experience.

# Climbing the Ladder

**“For by thee I have run through a troop;  
and by my God have I leaped over a wall.”**

**Psalm 18:29**

# Outperforming Peers

“But by the grace of God I am what I am: and his grace which was bestowed upon me was not in vain; but I laboured more abundantly than they all: yet not I, but the grace of God which was with me.”

**I Corinthians 15:10**

# Dedication

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(1930-2013)

Successful entrepreneur and educator, he served as Dean of the School of Business at Bob Jones University in the early 1970's. He exhorted the compiler of this Bible study in the late 1970's with words something like this:

*“Success in life, particularly business and finance, is as easy as picking fruit from a tree, if a young man would learn the book of Proverbs and apply it in his career.”*

# This Sounds like Belly Worship

- You need to join a monastery and fondle beads.
- How many times Rom-Rev is command to read?
- Even the apostle Paul wasted time sewing tents!
- How will you have carnal things for spiritual?
- Why all the emphasis on diligence in Proverbs?

# Does God Care? (1)

- You are to work with your might (Eccl 9:10).
- You are to work with your wits (Eccl 10:10).
- It is part of your sanctification (1 Thess 4:11-12).
- Follow Joseph and Daniel as to Christ (Eph 6:5-8).
- God wants you to get ahead financially (Eph 4:28).

# Does God Care? (2)

- You serve the Lord Christ on the job (Col 3:22-25).
- You adorn the gospel by your work (Titus 2:1,9-10).
- You silence gospel enemies by work (I Tim 6:1-2).
- Good works on the job glorify God (Matt 5:16).
- Making money rightly for others is fruit (Tit 3:14).

# Does God Care? (3)

- God gave Adam a job in Eden to dress it (Gen 2:15).
- Proverbs is filled with job, career, financial advice.
- Ecclesiastes also has job, career, financial advice.
- God's blessings are often professional & financial.
- God's judgments can be professional & financial.

# Does God Care? (4)

- Faithful in little things brings big things (Lu 16:10-12).
- We reject the successful Christian businessman.
- We desire the successful Christian businessman.
- If Christ is first, then success is second. Go for it!
- Use job to glorify God and finance His kingdom.

# Does God Care? (5)

- Paul wrote, “Not slothful in business” (Rom 12:11).
- We use this world without abusing it (I Cor 7:31).
- A good minister holds back nothing (Acts 20:20,27).
- Money answers all things, including godly issues like hospitality, evangelism, poor, etc. (Eccl 10:19).

# Does God Care? (6)

- If you do not learn to earn, you and your family are to be starved into this study (Pr 20:4; II Thes 3:10).
- You need to earn quite a bit to do what God expects you to do financially:
  - Family (Prov 13:22; I Tim 5:8).
  - Savings (Prov 6:6-8; 30:24-25).
  - Charity (Psalm 112:5; Eph 4:28).
  - Kingdom (Gal 6:6; Rom 15:27).

# Does God Care? (7)

- Why did God save you and leave you on earth?
- For Bible and prayer, a monastery or heaven is better.
- But He exalts the good life (Ecc1 9:7-10; 1 Tim 6:17-19).
- He exalts career diligence (Prov 27:23-27; 1 Cor 7:21).
- If you ask where in the N.T., what of spanking, tithing, marital pleasure, big families, etc., etc.?

# Does God Care? (8)

- A businessman that is a perfunctory Christian is sin.
- A Christian that is a perfunctory businessman is sin.
- We must hate ditches or extremes on both sides.
- We cannot excuse professional sloth by religion!
- All men must labor hard to be givers, not takers.

# Should You Care?

- With the right view, you live to get to work (Ec 9:10).
- A job is not a burden! It is opportunity! Exploit it!
- And the evening and the morning were the first day ... because night is to prepare for a great day ... not so much to recover from your past day.
- Choice in attitude will greatly affect performance.

# Young Men, Get Jacked Up! (1)

- This study is mainly for those 13-30 to get with it.
- A job you love done well beats most else in life.
- Boys play video games; men play career games!
- Never have young men had opportunity like today.
- God put you here, now, with wisdom, to shine!

# Young Men, Get Jacked Up! (2)

- Older men were not taught this stuff at your age.
- We have given you an advantage ... run with it!
- Do not let America's luxury and games deceive you.
- Strike your arrows more than thrice (II Kgs 13:18-19)!
- Who will take advantage and be a kingdom patron?

# Young Men, Get Jacked Up! (3)

- R.G. LeTourneau got jacked up when he was told that God needed businessmen and preachers.
- Never have young men faced so much opportunity and so much temptation to squander opportunity.
- Joseph and Daniel took each job and maxed out!
- Who are the real studs among our young men?

# Wisdom Trumps Education (1)

<b>Liberal Arts</b>	<b>Foundational</b>	<b>Technical</b>
<b>Psychology</b>	<b>Accounting I</b>	<b>Finance</b>
<b>History</b>	<b>Marketing</b>	<b>Investments</b>
<b>Music Appreciation</b>	<b>Management</b>	<b>Quantitative Anal</b>
<b>Literature</b>	<b>Business Law</b>	<b>Financial Modeling</b>
<b>Biology</b>	<b>Economics</b>	
<b>Spanish</b>	<b>Accounting II</b>	
<b>Social Studies</b>	<b>Computers I</b>	
<b>World Religions</b>		
<b>Art Appreciation</b>		
<b>Philosophy</b>		

# Wisdom Trumps Education (2)

- About 1/3 of a B.S. degree is totally worthless.
- About 1/3 of a B.S. degree is mostly worthless.
- About 1/3 of a B.S. degree will help your future.
- No place for God, godliness, righteousness, truth.
- No place for character, etiquette, spirit, wisdom.

# The World's Wisdom



# Our Wisdom (1)



# Our Wisdom (2)

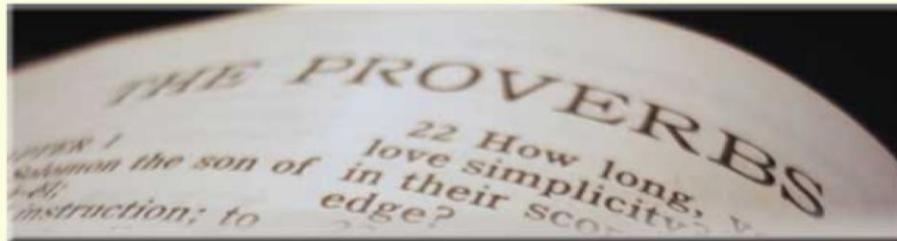
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# Our Wisdom (3)

- Source: LORD Jehovah, the living and true God.
- Endorsements: King Solomon, richest and wisest.
- Price: Free.
- Examples: Joseph, David, Daniel, Esther, Mordecai.
- Testimonials: the men in this church ahead of you.

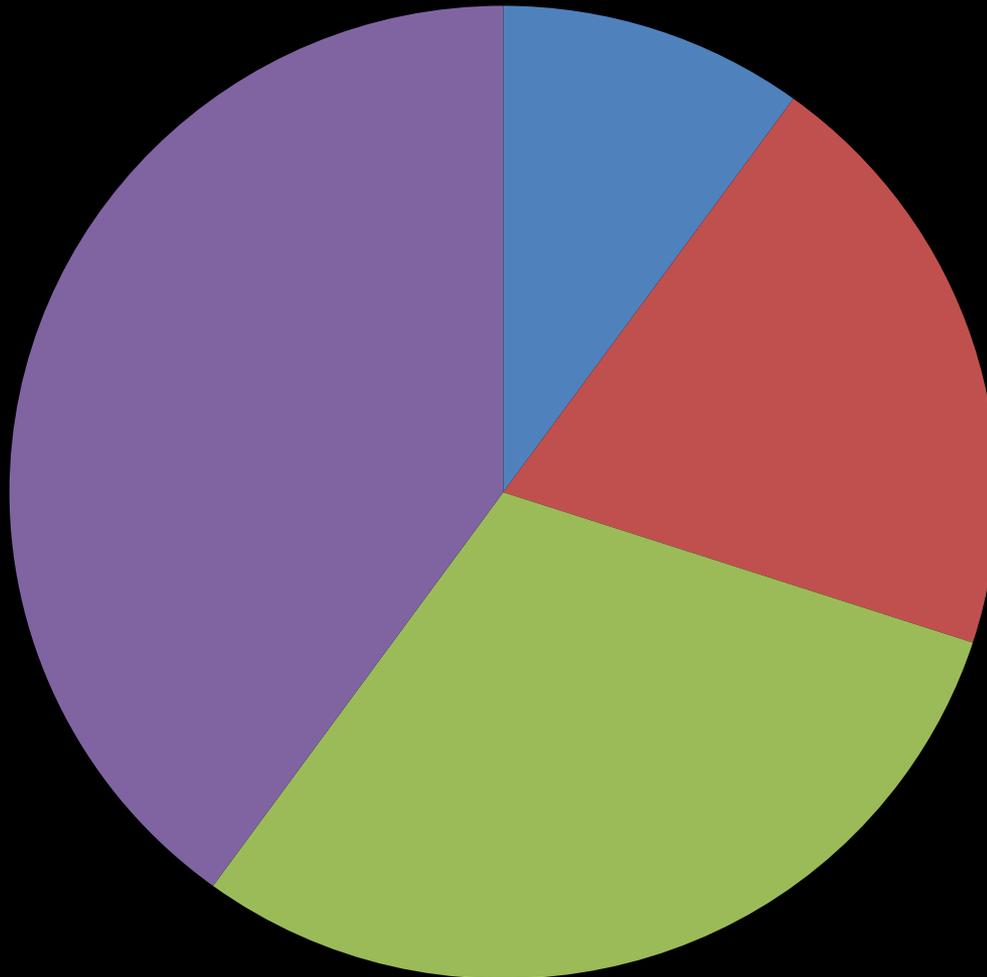
# Our Wisdom (4)

- The worldly rich are arrogant, but ... (Pr 28:11; 26:16).
- All scripture ... is profitable ... perfect (II Ti 3:16-17).
- Bible has more wisdom than Harvard Business.
- God's spiritual laws trump world's economic laws.
- God's wisdom covers all of life (De 4:5-8; Is 28:23-28).

# Our Intent

- That all men would work ambitiously to the Lord.
- God to be glorified and the kingdom supported.
- That our 13-50 guys would be great in their jobs.
- That our 13-50 guys would outstrip all of us.
- That we could richly enjoy God's many blessings.

# Factors of Success



- Education
- Intelligence
- Character
- Time & Chance

# Factors of Success

- Your degree is about 10% ... gets you in the game.
- Intelligence OTJ quickly doubles four years of B.S.
- Character, include wisdom, leverages intelligence.
- Alter your degree (100%), intelligence (0%), character (100% or 50%), time and chance (75% or 25%).
- You can be 200% better than worldlings ... 7 to 3.5!

# What Is Success?

- Success is making enough to meet all Bible goals.
- Success is making more to richly enjoy all things.
- It is also a good name and loving favor doing it.
- It is also loving what you do and doing it well.
- It is the example and means to promote kingdom.

## What Does It Cost to Live?

Rent (1)	\$700.00
Utilities (2)	\$200.00
Food (3)	\$500.00
Automobile (4)	\$200.00
Gasoline	\$200.00
Insurance - Auto	\$100.00
Insurance - Health	\$100.00
Clothes	\$50.00
Furnishings	<u>\$50.00</u>
<b>TOTAL FIXED COSTS</b>	<b><u>\$2,100.00</u></b>

# What Does It Cost to Live?

Income Taxes (5)	16.56%
Giving to the Lord	10.00%
Savings	<u>10.00%</u>

**TOTAL VARIABLE COSTS** **36.56%**

Total Fixed Costs	\$2,100.00
Variable Cost Divisor	<u>63.44%</u>

**BREAK-EVEN MONTHLY INCOME** **\$3,310**

**BREAK-EVEN ANNUAL INCOME** **\$39,723**

**NOTES:**

- (1) A nice two-bedroom apartment in a convenient and safe part of town.
- (2) Includes home phone, cell phone, electricity, Internet, cable, heat, water, trash, etc.
- (3) Includes all groceries, eating out, paper products, toiletries, etc.
- (4) Includes cost of purchasing car or depreciation, repairs, maintenance, tires, etc.
- (5) Includes federal (6.128%), state (2.783%), and FICA/Medicare (7.650%), based on \$36,000 annual income and personal exemption of \$16,400 for a couple.

# What Does It Cost to Live? (1)

- For a couple in apartment, the minimum is **\$40k**.
- This does not allow for much eating out at all.
- Various expense components can easily raise this.
- There are 2000 work hours in a year (50 x 40 hrs).
- You need 1 x \$20 per hour or 2 x \$10 per hour.

# What Does It Cost to Live? (2)

- For a family of 3 children and house at least **\$60k**.
- This does not allow for much eating out at all.
- Various expense components can easily raise this.
- There are 2000 work hours in a year (50 x 40 hrs).
- You need 1 x \$30 per hour or 2 x \$17 per hour.

# What Does It Cost to Live? (3)

- For a family to eat out and take vacations **\$70k.**
- This does not allow for debt or much hospitality.
- Various expense components can easily raise this.
- There are 2000 work hours in a year (50 x 40 hrs).
- You need 1 x \$35 per hour or 2 x \$20 per hour.

# What Does It Cost to Live Large?

- For a family to live large and liberally **\$90k plus.**
- Even with children income taxes start to bite hard.
- House and car choices must still be within reason.
- There are 2000 work hours in a year (50 x 40 hrs).
- You need 1 x \$45 per hour or 2 x \$25 per hour.

# Tell Me More about Earnings

- A man planning and working well makes 2 x age.
- This means a prince at 30 makes about \$60k.
- This means a pillar at 40 makes about \$80k.
- Older men have it harder due to age and inflation.
- America averages 1.40x ... our church is at 1.55x.

# Get a Transferable Skill (1)

- You can be diligent selling newspapers, but ...
- Without a transferable skill, to keep up you must:
  - Have capital ... to buy leverage like an ox or investments
  - Sacrifice body ... coal miner, dock worker, chemicals
  - Assume danger ... oil rigs in gulf, drive tankers on ice
  - Terrible hours ... OT, emergency services, retail, CDL
  - Limited by weather ... construction, snow plowing, lawns
  - Manage scum ... restaurant manager, retail manager
  - Government worker ... air traffic controller, fed employee

# Get a Transferable Skill (2)

- It is a transferable skill, because it is in demand everywhere, and it will not be filled or replaced.
- It is a transferable skill, because it sets you apart from anyone on the street, esp. Mexico and India.
- A job can be dangerous by deceiving you at a young age to think all is well with some cash flow.
- Paul had a transferable skill (Acts 18:3).

# Get a Transferable Skill (3)

- Class A CDL is fastest; 9 weeks training; less than \$2k for training; \$50-75,000 after 2 years OTR; 5-day workweek and home every night doing LTL.
- Brain surgeon is hardest; 20 years training after high school; over \$400k for training; income range between \$600k and \$1.5m yearly.
- Prepare your work and make it fit for yourself before doing anything else for comfort (Pr 24:27).

# Get a Transferable Skill (4)

- A rule of thumb is earning TWO times your age, for example a 30-year-old should earn \$60k; if this is not true, you have mistakes somewhere.
- This is salary for a job and net, net for a business.
- Use aptitude tests, career counselors, shadowing men, job fairs, college handbooks, church counselors, job market studies, salary studies, etc.
- For more ... [www.letgodbettrue.com/pdf/two-financial-concerns.pdf](http://www.letgodbettrue.com/pdf/two-financial-concerns.pdf)

# Get a Transferable Skill (5)

- A job can be dangerous by deceiving you at a young age to think all is well with some cash flow.
- Each day you wait, you cost yourself pain/trouble.
- It hardly matters which skill ... just get one!
- It will leverage your ability and effort for gain!
- Factory workers of recent years are classic error.

# Transferable Skills

	Salary	College	(Cost)	Negative	Skill
Doctor	\$200k+	12 yrs+	Very High	Hours	Very
Trucking	\$50k	None	Very low	On road	Very
Applebee's	\$60k	0-4	Low	Hours	Weak
Analyst	\$75k	4-6	Med	Cubicle	Yes
CRNA	\$140k	6-7	High	No glory	Very
Bank Mgr	\$60k	4-6	Med	Mgt	Weak
Engineer	\$80k	4-6	Med	Cubicle	Yes
Plumber	\$45k	0-1	Very low	Sewer	Yes
Lawyer	\$100k	7	High	Morals	Yes
Programmer	\$75k	2-6	Med	Tedious	Yes
Drug Rep	\$75k	0-4	Low	Rejection	Yes

# Learn to Love Learning (1)

- Yes, a liberal arts degree is nearly worthless.
- Yes, a technical degree is a transferable skill.
- Hours in school are the highest wages in your life.
- Calculate difference in wages over life of earner divided by the number of hours in school. Wow!
- The harder your degree choice, likely the better.

# Learn to Love Learning (2)

- Some degrees open doors; some are the skill.
- Public speaking is the most important class you will take in college, even over a technical course.
- Accounting is probably the second most useful.
- Schooling is good – see Daniel (Dan 1:3-4,17-20).
- Never stop learning. Your life is wide open at least up to 30. This study will stress learning for a lifetime.

# Get God on Your Side! (1)

- Without Him ... like Reuben ... you are average.
- With Him ... like Joseph ... the sky's the limit.
- Recall Joseph ... *but the LORD was with him. Amen!*
- Consider your ways for God first (Hag 1:1-11; 2:15-19).
- Where does promotion come from (Ps 75:6-7)?

# Get God on Your Side! (2)

- Put God's kingdom, righteousness first (Matt 6:33).
- They shall prosper that love thee (Ps 122:6).
- He is a rewarder of diligent seekers (Heb 11:6).
- He blesses those who delight in Him (Ps 37:4).
- Cheerful, liberal giving works (Prov 3:9-10; 11:24-25; Eccl 11:1-6; Isaiah 32:8; Mal 3:8-12; Luke 6:38; II Cor 9:6-7).

# Get God on Your Side! (3)

- Not giving is robbing God (Prov 11:24; Mal 3:8-12).
- Liking the world makes God your enemy, and they are losers every way, anyway (Jas 4:4; I John 2:15-17).
- Unconfessed sin denies your prosperity (Pr 28:13).
- Loving life and seeing good days (Ps 34:10-12).
- Honor your parents, grandparents, etc. (Eph 6:2-3).

# Get God on Your Side! (4)

- Use Psalm 127:1-2 as intended and tell God so.
- Use 1 Cor 4:7 to thank God for all you are and have.
- Have enemies? There is a cure for them (Pr 16:7).
- Do not grieve or quench Spirit (Eph 4:30; 1 Thes 5:19).
- The Spirit can turn to be your enemy (Isaiah 63:10).

# WARNING: DID YOU GET IT?

- There is nothing you can do without the LORD.
- Before going further, are you committed to Him?
- He took Pharaoh and Nebuchadnezzar down!
- He took Joseph, David, and Daniel up, up, up!
- You are a total loser, if you compromise here.

# Outwork your Peers (1)

- Every hour with conscientious desire and focus.
- In the same weekly hours with better work habits.
- With more hours than the 35-40 scheduled.
- Pick between 5x8 and 6x12 ... (Ex 20:9; John 9:4; 11:9).
- Add a high-productivity time like Sat mornings.

# Outwork your Peers (2)

- Beat your boss to work as often as possible, and stay after he leaves sometimes, if you are salary. As a Christian there is no deception, for you should be working hard all the time, including any early or late.
- Parkinson's law, "*Work expands to fill the time available for its completion,*" suggests you take on more than you are comfortable with. Once you set a time goal for projects, cut it in half, and do them, etc.

# Outwork your Peers (3)

- Be early and stay late is not too complicated, is it?
- Never ... be packing up at 4:55 ... or thinking of it.
- Ask to do more, volunteer for anything, and do not be afraid of lower tasks – you will learn something and build your reputation and respect.
- The test of character is what it takes to stop you.

# Outwork your Peers (4)

- Discipline your time at home during the week to be at maximum ability and alertness on the job.
- If sick, double time it. You could be moaning or groaning at home in bed losing your reputation, or forgetting you are sick at work getting ahead.
- Avoid every distraction to hard work at a real job; no network marketing, Ponzi schemes (Pr 12:11; 13:23; 14:23; 22:29; 28:19,22; Eph 4:28; II Thess 3:7-9).

# Outwork your Peers (5)

- If your attitude is right, hard work is a pleasure.
- You are working for the Lord Christ, go for it!
- Is there anything in the Bible about diligence? Is the pope a Catholic (Pr 10:4; 12:24; 13:4; 22:29; etc.)?
- So you want to marry a virtuous woman? What is her chief trait in Proverbs 31:10-31? Diligence!

# Outwork your Peers (6)

- Productivity must be your obsession on the job.
- Your contribution must be 2 times your gross pay.
- Hate pacing yourself, for you work for the King!
- Do more than a job requires + take on more jobs.
- Do not let anything hinder productivity, for God is watching. Have an owner's mentality for profit.

# Outwork your Peers (7)

- Embrace the company and its profits as your own.
- Desire, pray, work to make your firm the best.
- Hate all thefts of time and efficiency on the job e.g. phones, breaks, personal needs, surfing, emails, texting, chit-chat, holiday talk, etc., etc.
- Pretend heaven depends on your productivity.

# Outwork your Peers (8)

- Free time should be to “move the ball forward.”
- What can I improve in this available lull of time?
- Always look to advance, progress another inch.
- The key is to always inch ahead and press forward.
- Any time before bed? Hate TV! Use it to improve.

# Outwit your Peers (1)

- Working hard only takes you so far; God told you to use wisdom to direct your energy (Eccl 10:10,15).
- Solomon told you to invest in what you can to leverage your efforts for greater gain (Pr 14:4).
- Do you have a mentor at your job? Someone above you to learn the ropes of what is above.
- Do you have a sponsor at your job? Someone farther up to take care of for your care (Pr 27:18).

# Outwit your Peers (2)

- Emphasize public speaking over even technical courses, GPA, etc. It will serve any profession.
- Use PowerPoint or better technology to maximize ability to convey and present information.
- Be an information facilitator: send useful info to anyone it could help, and connect people in need.
- Regularly check internal postings for openings, job descriptions/requirements, and salary ranges.

# Outwit your Peers (3)

- Regularly interview for self-assessment, practice, resume updating, job trends, skill trends, salary trends, and of course, counter offers!
- Serve and honor your boss like the old-fashioned Christians we are. It should be easy, and it will distinguish you from most of the rest.
- Any internal change of any kind creates vacuums you might benefit from filling by pursuing them.

# Outwit your Peers (4)

- Scoff at discrimination of any kind, knowing that a servant can be promoted over a son (Pr 17:2).
- Think big ... if at MacDonalds, own one in 10 yrs.
- Think big ... if a truck driver, buy a rig ... then two.
- Think big ... if in office ... find dream job or design it.

# Outwit your Peers (5)

- Find a job in your firm you would like to rise to and take him to lunch to have him tell you how he got to where he is. People love to talk about themselves! He may choose to be your sponsor!
- Bring your ideas or situations of difficulties to wise counselors in the church for godly counsel and joint prayer. This is almost unfair leverage!
- Prosperity of rising fools around you dismay others, but not you and wisdom (Pr 1:32; Ps 37:34-38).

# Outwit your Peers (6)

- Cream rises to the top – so how do you become cream – certainly not in your thoughts (1 Kgs 11:28)!
- Dress above your peers, but not above your boss.
- Begin each day with the Lord and commit it to Him – the Holy Spirit and scripture is large edge.
- Keep your friends close and your enemies closer.

# Outwit your Peers (7)

- Pray throughout the day ... think Daniel, David, and Nehemiah ... it is power your peers have not.
- Rejoice in the LORD ... always ... and it will look like you enjoy your job, even if you do not.
- Getting God on your side is already outwitting your peers, but God teaches other ways as well.
- As you acquire the wisdom of God's word, you will have superior knowledge and understanding.

# Outwit your Peers (8)

- Most companies have libraries or other sources of information specific to their industry and/or your job. Get into this free stuff and know more.
- Everyone should have at least one Accounting class.
- Instead of looking out for #1, look out for others.
- Self-consciousness trumps genius (Pr 22:11; Jas 3:17).

# All Things to All Men (1)

- It is godliness to earn the praise of men, though it is subordinate to the praise of God (Pr 22:1; I Tim 3:7).
- To the degree you are unconventional, you lose.
- Dress conventionally, like your boss and his peers. If your boss wears a suit, even though it is not required, you should do the same.
- Do not have facial hair unless you can grow facial hair. You may think it looks good, but nobody else does, and it reveals your immaturity as a fool.

# All Things to All Men (2)

- Hair is important ... clean ... cut ... style ... color.
- Clothes must be clean ... stylish ... professional.
- A worldly wise person can converse e.g. sports.
- A packrat with bad desk, truck, or briefcase is bad.
- Do not witness on the clock, even if asked.

# All Things to All Men (3)

- Loving enemies is not compromise ... it is godliness and a rule of wisdom to earn loving favor (Pr 22:1).
- You must never cause any embarrassment or shame to your boss or company (Pr 14:35; 17:2).
- Your hair must be neatly groomed, not in any way looking barely combed or combed like a juvenile.
- For more ... [www.letgodbettrue.com/pdf/great-men-in-public.pdf](http://www.letgodbettrue.com/pdf/great-men-in-public.pdf).

# All Things to All Men (4)

- You do not have to socialize with colleagues to be liked on the job, though God allows it (1 Cor 10:27).
- Joseph, David, and Daniel got along well with all!
- Christianity does not give you a right to be rude.
- Keep our extreme views on things to yourself.
- You are not an evangelist blasting off with pearls.

# Wise as Serpents (1)

- Emphasize your WQ (wisdom) over your IQ (wit).
- Keep your boss ahead and aware of his peers.
- Burn no bridges. Preserve good contacts like gold.
- Have 3- and 10-yr plans. Must aim to hit anything.
- Set records changing tires ... manage a store ... both?

# Wise as Serpents (2)

- Any company change creates a vacuum for you.
- A clean job site during a job and thorough clean-up at the end imply a good job and add image. In an office, your workspace or desk is your image.
- Judge not by appearance; be their wise man (Jn 7:24).
- Hear both sides of any controversy and search out a matter before committing (Pr 18:13,17; 25:2).

# Wise as Serpents (3)

- Learn Bible guile – legit flattery (Judges 8:1-3).
- Learn Bible guile – emotional appeals (Philemon).
- Learn Bible guile – soft words (Pr 15:1; 25:15).
- Learn Bible guile – yielding (Eccl 10:4; Pr 25:15).
- Learn Bible guile – a secret gift (Pr 18:16; 21:14).

# Wise as Serpents (4)

- Hold back speaking in meetings (Pr 12:23; 17:27-28).
- Never underestimate information (Pr 13:16; 14:15).
- Avoid angry men by any means (Pr 22:24-25; 29:22).
- Defend and promote your boss by every means.
- Embrace graciousness as more precious than gold.

# Excellent Spirit (1)

- Remember Daniel's vetting; be like him (Dan 6:1-5).
- Be a better listener than talker (Pr 17:27-28; Jas 1:19).
- Never complain – it is a sin – management hates it.
- Never talk back, no matter if accepted (Tit 2:9-10).
- Humility is essential ... even a tinge of pride ruins.

# Excellent Spirit (2)

- Be enthusiastic, friendly, cheerful. No one wants a complaining, depressing person anywhere. Your spirit should be what you want in wife and kids.
- A little reminder, if A=1, B=2, C=3, etc. Which is most valuable? Knowledge, hard work, attitude? How can you achieve 100%? Knowledge = 96%. Hard work = 98%. Attitude = 100%. Remember it!
- Education opens doors ... attitude wins the job.

# Excellent Spirit (3)

- Your attitude should be to serve a boss in anyway he asks ... without complaining or answering again ... to relieve his burdens and make him great.
- Money is not your top priority; you work for Jesus Christ. Money will corrupt decision-making. To do this, start each day with the Lord and be content with what you have (Ec 5:10-11; Col 3:22-24; I Ti 6:6-10).
- Avoid by all means ever commending or praising yourself, even indirectly (Pr 27:2; 20:6; 25:27).

# Excellent Spirit (4)

- Take compliments and praise humbly – as humbly as the one giving it will allow (Pr 27:21; 25:27).
- Turn compliments or praise to your colleagues or to your boss or the firm. Think David and Peyton!
- If you will earn gold, you must show gold – do unto others as you would have them do unto you, and this applies from the highest to the lowest.

# Excellent Spirit (5)

- Never backbite, tattle, whisper, or slander anyone.
- Shut down those that attempt to do it (Pr 25:23).
- Foolish talking, jesting are not convenient (Ep 5:4).
- Owner's mentality in word and deed (Gen 31:38-41).
- Cheerfully do anything, no matter how repugnant.

# Excellent Spirit (6)

- Be enthusiastic about your firm ... a cheerleader.
- Be honest about your abilities, and do not fear to say, “I think I can,” or, “I need to study it,” etc. Be wise to apply, *Fake it till you make it*, for you do not want to be discovered as a fake.
- Guard your tongue – Solomon had much to say about the damage it can do (Pr 12:18; 18:21; etc.).

# Excellent Spirit (7)

- Beware of the man who kowtows to his superiors or who is rude to his inferiors – he is only going down.
- It is a sin to do less than your best (Matt 25:14-30).
- Admit mistakes quickly and thoroughly without excuses. Take buffeting for faults with cheer and humility. Do not defend yourself, even if boss wrong.

# Excellent Spirit (8)

- Consistent. From the beginning I was told I was too slow. But when I tried to speed up, my error rate was unacceptable. It then dawned on me, my pay level matched their expectations. So I quit worrying about it and enjoyed the work more.
- Never be a workload martyr. Everyone else is busier than you, so they do not want to hear it.

# Excellent Spirit (9)

- Graciousness is key (Pr 22:11; 11:16; 16:13; I Sa 18:1-5).
- Graciousness is next to godliness; it beats genius.
- Self-consciousness is essential to adapt to others.
- It is a pure heart about them and you (Jas 3:17).
- It is the trait of our King – it is essential to reign.

# A Good Name (1)

- Emphasize your CQ (character) over your IQ (wit).
- Never forget Proverbs 22:1 ... Joseph and Daniel.
- Maximum integrity at all times (Tit 2:9-10; Ro 12:17).
- Thankfulness ... tell your boss often for your job.
- Under-spend on any company fringe benefits.

# A Good Name (2)

- Persistence – will get the job done – guaranteed!
- Be a Daniel ... faithfulness and loyalty at all times.
- Stay calm in emergencies. Keep your wits and go at a pace to avoid mistakes and calm others. Avoid being known as fearful, spastic, or impulsive.
- Be punctual, and be known for it. Be early to every meeting, and call if you are going to be late at all.

# A Good Name (3)

- Be insistent and follow up to always finish projects on time. Little gets down when it should, and try to row upstream against this bad trend.
- Honesty is not just the best policy; it is the only policy, no matter the cost. Own up immediately. God expects it, and others must trust you.
- Be willing, better yet cheerful, to do anything that could be done or that you are requested to do.

# A Good Name (4)

- Make all decisions in the best interest of the firm or customer – this is all good fidelity (Tit 2:9-10).
- Reliability and performance trump intelligence.
- Your credit score is important and will be found.
- Never bounce a check, for it testifies your folly.
- Keep your word, even at great cost (Psalm 15:4).

# A Good Name (5)

- Never “wing” a speech – you are a loser, and you cause shame and disgust, because you are lazy.
- Be an example – at any level. Work ethic should not change with promotion. Hubris is disgraceful.
- The greatest ability is dependability. Practice it!
- Never abuse sick time ... in fact, never lay out.

# A Good Name (6)

- Never abuse vacation time ... company plans are more important than yours ... it will reward you.
- Always do what is right, even if the sky falls.
- Eschew breaks. If you want a formal break, you might as well quit, because you are a loser. You had your break when waiting on hold or in a meeting.
- Let others break the rules, but you never.

# A Good Name (7)

- Avoid even the appearance of evil. Be circumspect.
- Do not be a Pollyanna or a Pharisee seeing the world in black and white, since wisdom is the gray between these two. For example, mercy trumps sacrifice.
- Practice Micah 6:8 every day with every person.
- Love others as you do you and keep the golden rule.

# Reverence Authority (1)

- The right attitude: I am here to make my boss look good, even if I lose credit. Take good care of him, and he will take good care of you (Pr 27:18).
- Never let a boss get blindsided or surprised. Let him know immediately of any problems or risks.
- Only tell him a problem with possible solutions. Anyone can find problems. Those who solve problems get promoted, for they are valuable.

# Reverence Authority (2)

- Tell him early, if you learn issues that will make a project late. Do not play with him and his boss by dreaming you will catch up. Be honest up front.
- Always have your boss's back; he is your fig tree.
- He should know you desire his success over yours.
- Always be cheerful. Recall Nehemiah (Neh 2:1-2).

# Reverence Authority (3)

- Never complain or whine about a boss (Eccl 10:20).
- Never revile or threaten your boss; you have the right to quit, but not as a threat (1 Pet 2:21-23).
- Do not retort or answer back, not ever (Tit 2:9-10).
- When in doubt, play safe. Give him the benefit of any doubt. Do not presume on him foolishly.

# Reverence Authority (4)

- Learn to make suggestions to your boss later, so that you do not answer again when he is wrong.
- Do not let your countenance fall, for facial lines or body language can be a sinful retort (Neh 2:1-2).
- Thank your boss for your job and being a good boss.
- Pray for him; it will help you have the right spirit.

# Reverence Authority (5)

- To respect your boss, recall that God allows him to beat you to death ... slowly (Ex 21:20-21).
- He should know you will do anything for him.
- He should know you plan to outwork him, for him.
- Never, ever give him grief about golf or a day off.

# Communication (1)

- For a decision, the pros are easier to present than the cons, but managers must see the cons also.
- Learn KISS for presentations – “Keep it simple, stupid” or “Keep it simple and straightforward.”  
[Aircraft engineer Larry Johnson, Lockheed Skunk Works; U.S. Navy, 1960.]
- If possible, get your instructions and commitments of others in writing. Emails with dates are smart.

# Communication (2)

- You can hardly communicate too much to clarify and confirm important things. If you assume, you may make an ass out of you and me.
- Be an information facilitator to anyone needing info you have or see, up and down the company. It is an easy way to justly get known everywhere.
- Be careful to follow proper email etiquette. Use spell check; careful men despise spelling errors.

# Communication (3)

- In business, be very brief and clear in your emails.
- Reread and modify emails before sending to make sure the facts, grammar, and tone are right.
- Be extremely careful of “Reply all” and CC. Only send copies to those who need the message.
- Communicate anything needful or appreciated by others, even if it is negative and raises questions.

# Communication (4)

- Be detailed in proposals or job bid, so others can make wise decisions and hold you accountable.
- Take public speaking courses to hone your skills.
- Use PowerPoint or better technology to max info.
- Never “wing” a speech – you are a loser, and you cause shame and disgust. You embarrass your boss!

# Communication (5)

- Respond to every email not spam, from “Thanks” to specific appreciation. It only takes minutes. It kisses the hands that will feed you valuable things at times.
- Be an active listener. Can you repeat what was just said? Could you paraphrase it for others to learn?
- Only speak when you have something important and valuable to say. Never “blah, blah” or “rah, rah.”

# Communication (6)

- Learn to praise others above and below you with appropriate discretion and affectation.
- You can hardly communicate too much, too often.
- Your boss should always know what you are doing.
- Those below you should have no question about what is expected and your opinion of them.

# Team Player (1)

- There is no “I” in team; work at a firm is a team activity. You must get along, serve others, and help others. You will need them, too, to advance.
- The high-performers, serving the company better than others, should get your strongest efforts.
- Give credit to others; it is the golden rule of Jesus; it will build your name and come back to you.

# Team Player (2)

- Be enthusiastic, friendly, cheerful. No one wants a complaining, depressing loner anywhere. You will be cut off from info and relations you need.
- Work well with everyone. Contacts are precious. You never know who you may report to or whose help you may need some day. Have no enemies.
- Delegate, train, cross-train as if you were trying to work yourself out of your job. Forget protection!

# Always Learning (1)

- Riches do not last; look to your flocks (Pr 27:23-27).
- Nothing is static any longer. Change is occurring, even in your job, and you should stay ahead of it.
- Look around. Ask questions. Explore your firm. Learn your competitors. Know your industry.
- Never be satisfied with a job ... see your career!

# Always Learning (2)

- Be good at your trade. Know your skills. Know your company. Know your area of responsibility. Develop business acumen. Know how you fit into the big picture. Keep learning your field. Know industry trends. Change if your industry is dying. Know if M&A is a way of life in your industry. Differentiate yourself (pick up extra skills). Choose a new skill, if your skill set is losing value.
- Every profession and industry has trade journals.

# Always Learning (3)

- Enhance your B.S. with an M.S., if advantageous.
- Enhance your B.S. with certifications e.g. CMA.
- Enhance yourselves with public speaking courses.
- Fit your ability-knowledge to your firm's vision.
- There is always another edge to gain for profit.

# Always Learning (4)

- Change your company or industry if needed.
- Be aware of company changes – most every change creates a potential vacuum for leverage.
- Attend networking meetings to know superiors.
- Complacency can make you unemployed in a hurry.
- There are creative ways to shortcut education, etc.

# Always Learning (5)

- Do you know which jobs make big for no degree?
- Do you know which degrees pay off the best?
- Learning includes legitimate shortcuts for skills.
- Who you know can be better than what you know.
- Learning the role can be better than school learning.

# Always Learning (6)

- Do the daily Proverb commentaries bore you?
- Read each one and make it personally applicable.
- Solomon was a career counselor with no peer!
- True godliness works supernaturally & naturally!
- There is always wisdom to glean around godly men.

# Redeem the Time

- Your door of opportunity has closed a little today.
- You under 30 should maximize every single day.
- A day wasted in youth costs more than a day due to increasing responsibilities and expectations.
- One wasted year costs you cash and adds stress.
- A young man acquiring this wisdom can be CEO.

# Image

- Keep all equipment clean – inside and out. If you open a truck door and 2 coke bottles and a French fry box fall out, your image is terrible. Equipment that appears run down and not in good condition suggests: he does not take care of his own things, he will not take care of mine.
- Your hair, face, teeth, clothes, shoes, briefcase, desk, car, trunk, home, garage all tell your character, and this first impression lasts for most.

# Networking

- Within your firm, know the movers and shakers.
- Within your industry or profession, know experts.
- Used LinkedIn to replace Facebook for children.
- Know your brothers in the church and keep up.
- Protect all contacts; burn no bridges; love enemies.

# Losers ... Resent Authority

- If you have a problem with authority, even a little one, you will not be blessed with advancement.
- You frustrate and tire management, and irritated management will not want you near them.
- You make foolish choices by twisted perspective.
- If you are not glad being told what to do ... every time ... even if mgmt is wrong ... you are a fool.

# Losers ... Do not Rule Spirits

- Most bosses know an unruled spirit is dangerous to the company and to them (Pr 16:32; 25:28).
- If you cause shame, difficulty, employee, or mgmt issues, forget any real promotions (Pr 14:35; 17:2).
- One dead fly is too much for promotions (Eccl 10:1).
- Joseph and Daniel never, ever lost their cool.

# Losers ... Won't Work for Others

- They want their own business ... out of ignorance, rebellion, laziness, or fear of measurement.
- It is not wrong to have your own business, but why you want your own business is crucial.
- It is not wrong, but do you know its difficulties?
- 8 out of 10 businesses fail in the first 18 months!
- <http://www.forbes.com/sites/ericwagner/2013/09/12/five-reasons-8-out-of-10-businesses-fail/>

# Losers ... Hate Convention

- It is very troubling that some cannot grasp that they are extreme, weird, wild, or unacceptable.
- It is impossible to tell them, for they cannot hear.
- By upbringing, habit, lack of self-consciousness, and other deleterious factors, they are avoided.
- If you do not copy the majority and instead want to be your own person, you have chosen failure.

# Losers ... Procrastinate

- They usually put off today's work to tomorrow.
- They should instead do tomorrow's work today!
- Life is short; careers are short; work while today!
- The doors of opportunity close a little each day.
- Work as if today is last before meeting Master.

# What Is the Bottom Line?

- God has ordained men to work hard to get ahead.
- There is much counsel in the Bible and older men.
- You should work diligently to be pastor or patron.
- Our young men should get jacked up about this.
- With everything in order, God will bless diligence!

# For Further Study

- Christian Work Ethic ... [www.letgodbettrue.com/pdf/christian-work-ethic.pdf](http://www.letgodbettrue.com/pdf/christian-work-ethic.pdf).
- Transferable Skill ... [www.letgodbettrue.com/pdf/two-financial-concerns.pdf](http://www.letgodbettrue.com/pdf/two-financial-concerns.pdf).
- Maturity Curve ... [www.letgodbettrue.com/pdf/growing-up-maturity-curve.pdf](http://www.letgodbettrue.com/pdf/growing-up-maturity-curve.pdf).
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- Proverbs commentaries ... <http://www.letgodbettrue.com/proverbs/proverbs-intro.php>.
- Keeping the Fig Tree ... [http://www.letgodbettrue.com/proverbs/commentaries/27\\_18.php](http://www.letgodbettrue.com/proverbs/commentaries/27_18.php).
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- Rules of Etiquette for Youth ... [www.letgodbettrue.com/pdf/etiquette-for-youth.pdf](http://www.letgodbettrue.com/pdf/etiquette-for-youth.pdf).
- Bible Economics ... <http://www.letgodbettrue.com/sermons/practical/bible-economics/sermon.php>.
- A Penny Saved ... [www.letgodbettrue.com/pdf/penny-saved.pdf](http://www.letgodbettrue.com/pdf/penny-saved.pdf).

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