

## From The President



Spring is my favorite season. As I am writing this article, the landscape is exploding with color and new life. Spring recharges our enthusiasm and pumps new energy into our spirit.

It is also metaphorically Spring at Adams-Millis/Silver Knit. New life is appearing in the form of our new "state of the art" plant in Mount Airy and our new dye facility at Silver Knit.

The batteries of all of us are being recharged through our MRPII training process and new company attitudes toward the importance of quality service to our customers, the quality of the products we knit and the total input of our individual talents in bringing success to Adams-Millis/Silver Knit.

This is also a good time to remind everyone that we need to hear from you as to how we can all do a better job going forward. No one knows your individual job better than you do. But, how can it be done more efficiently and safer? How can we truly become the leading low cost producer in the sock industry?

Tell your supervisor, or better still, tell me how we can improve. The success of our collective efforts are required for us to reach our goals. As a positive motivated team working together toward the same goals, we can make it happen.

*George Burfeind*

# How To Get Along With Your Supervisor

*EDITOR'S NOTE: Following is an essay written by Cynthia Mabe of Silver Knit's Drexel Plant providing a plant employee's perspective of "How To Get Along With Your Supervisor." She wrote the essay in conjunction with a class she took. Incidentally, she earned an "A" on the essay.*

By CYNTHIA MABE

Have you every felt like quitting your job, even though you like it, just because you can't get along with your supervisor?

If you quit your job every time you don't like someone or something about the job you are doing, you will not have a good work record, and you will never gain the respect and skills necessary to achieve a promotion.

However, you can learn to get along with your supervisor. It will take respect, discipline, patience and perhaps a change in your attitude. Here are some tips on how it can be done. These tips can also help you get along with others as well.

First, you have to respect your supervisor. Realize that he/she has the authority to tell you what to do. If the supervisor is wise, he/she will ask you if you will do the job instead of telling you to. Arguing with your supervisor will not get you anywhere except in trouble and definitely will not help your disposition.

Always remember your su-

ervisor has a superior to answer to. Your supervisor may not always agree with what he/she has to ask you to do, but by accepting the supervisory position he/she has agreed to have his/her department carry out instructions from higher management.

Arguing with your supervisor is out, but discussion is definitely in. If what you have been asked to do is routine, but you feel you know a better or faster way of doing it, ask your supervisor if you may make a suggestion about the job. This opens the door to discussion.

Your suggestion may not be better or faster, and it may have been tried before, but your supervisor will appreciate and respect the way you have handled the suggestion. It doesn't make you look like you think you know how to do things better than the supervisor.

If you have a suggestion about something in general, perhaps writing it down and giving it to your supervisor to read at his/her convenience would be best. A smart supervisor will recognize that you are interested in finding better and faster ways of doing a job. This will make you look good to the supervisor and make the supervisor look good to higher management.

You have to discipline yourself not to make a suggestion or ask questions each time you are

asked to do a job unless you have had the training or have never done the job before. This can be frustrating to the supervisor because you have been hired to do the job and not ask questions.

This will only make your supervisor ignore you as much as possible and ask someone else to do the job. If you are planning for a promotion, this is a way not to get one.

Cooperation is a factor in everything you do. You will have to cooperate with your supervisor no matter what he/she tells you to do unless it is against company policy. This will prove to your supervisor that you care and want to get along. Cooperation is a big plus in business. With cooperation, no matter how organized or hard you work, you will not be able to accomplish the goal set by your supervisor.

Last but not least is your attitude. Perhaps your supervisor thinks that you feel you are doing better than he/she does at the job. Although you may not feel this way, your attitude will make you look or act as though you do. With an attitude of respect, discipline and cooperation your supervisor will get the message you want him/her to get.

These tips can be a lot of help to you. Put them to use every day in order to accomplish most from them. Start with the especially if you have not had this type of behavior before. Your supervisor may become conscious of your new behavior and attitude, and you could spot the good you wish to achieve.

You may still feel like you are not doing your job at times, but remember, there are no perfect jobs or perfect supervisors. Supervisors are people, just like you, that have a job to do. When they have employees who are respectful, cooperative, and friendly, they are much easier to get along with.

By staying with your job, gaining experience and showing your supervisor you can get along with him/her, you will put yourself into an excellent position for a promotion or an excellent reference if you do decide to change jobs eventually.

## United Way Chairman Says Thanks

*EDITOR'S NOTE: Following is a letter from Clark Gibson, 1990 Campaign Chairman of the United Way of Greater High Point to Adams-Millis President George Burfeind.*

Dear Mr. Burfeind:

I wanted to take a moment to sincerely thank you and your em-

ployees of Adams-Millis Corporation for helping United Way get "Back on Track." Through your company's efforts, United Way of Greater High Point raised a total of \$2,204,083 in the 1990 campaign.

You can take pride in knowing that Adams-Millis Corporation's contribution of \$100,677 will help to make High Point a better place to live and work.

Your gift will provide much needed services like handicapped swim programs, fellowship activities for the elderly and substance abuse prevention and education. The list is endless.

Please share with your employees our sincere thanks for their gifts to United Way so that they too will know what a tremendous impact their contributions have made. If you can

post this letter or print it in your company newsletter, I would sincerely appreciate it.

Thank you again for your support. Super Job!

Sincerely,

**Clark Gibson, President  
Jones & Peacock  
1990 Campaign Chairman**

### Amco News

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Editorial contributions, comments and suggestions are always welcomed by your staff.

## Graduation

May and June is a time for graduations at high school and college and many members of the Adams-Millis Family will be celebrating them.

We invite you to share information about anyone in your immediate family who graduates this year. As in the past we will publish information and photos

of graduates in the coming issue of the Amco News.

Please send the name of the graduate, name of the school or institution from which he or she is graduating, type of degree earned and employee's name and location.

Send information and Photos to Linda Leach at the Ad-

ministrative Office in High Point. If you have any questions, call Linda at 919-454-7420.

