

## Terminating an employee : Best ways to fire an employee

Laws of Employment - The Right Way to Fire and Employee In the event of the distasteful but necessary job of firing an employee, it is good to be careful since there are chances that you could be sued.

Terminating an employee is always a delicate matter and if you are careless about it; you can be sued at any point of time. Evaluate the employee's performance by documenting it as well as your feedback given earlier. This will go a long way in ensuring your safety, since you can say that you had already warned the employee earlier before terminating his/her services. This documentation will also enable the employee track their faults and improve.

It is best not to be blunt and say you are fired. Do not decide this at the last minute and it is best to have a well-documented case. If you don't then it is better to speak as soon as possible to the person and keep them prepared for what is coming. Employees have the right to know the code of conducts that warrants termination of their services. Therefore, it is best to have a policy in place before hiring.

If you are still in doubt, get professional help from a human resource expert or a legal advisor. You have a responsibility towards your employees which you would need to learn in order to handle your employees better. This is vital since a wrong step can lead to financial losses. Be sure to explain reasons well to the employee so that he/she understands them clearly.

You will need to pay ex-employees unemployment benefits and this can cost you if you have not done the firing properly. You would need to prove that the employee was fired for a good reason before you do so. It is better to have a witness when doing this since this is a controversial thing that you are doing. Do not give the employee a chance to retaliate. Clear all dues and ensure that he doesn't leave with too much dissatisfaction. Monday is the ideal day for firing a person.

While firing is difficult, try not to console the employee since it might go against you in future. Be calm and avoid unnecessary arguments.

## About the Author

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