Organization and prioritization of office duties should also increase the efficiency of your work environment. No one looks forward to cleaning the restroom after a long, hard day at the office. Sometimes office management duties are dispersed amongst team members who undeniably dread end-of-day clean up.

These employees are simply overqualified and the ten minutes they spend cleaning could be used making a valuable connection with a prospect or lead. No doubt, those subjected are thinking; “What does this have to do with selling?” or “I didn’t sign up for this!” It’s important to keep your employees task oriented without the pressure or distraction of emptying trash cans and other disgusting duties.

Pride of ownership is one intangible benefit of a clean office environment. Show your clients and customers you are someone who cares about the success of your business by illustrating strong organizational skills. Flaunt your integrity by taking the sensible approach to a more efficient work environment – for your customers and employees.