



# FUTURE-PROOFING YOUR FINANCES

## Saving up the first paychecks

Aside from emergencies, saving up also means that you are investing towards the future. This can mean earning that dream vacation you have always wanted, buying that expensive piece of gadget, or even starting your own business down the line.

**SHAMS RASHID TONMOY**

Congratulations! You finally landed your first full-time job. Even if it's not the one you had dreamt of since you were a kid, it's still going to help pay the bills - at least, however much possible. Of course, this also means a bunch of new responsibilities, some more tedious than others. Now that you are in charge of your own money, one key duty you will be burdened with is financial management, which is a task definitely easier said than done.

While your first paychecks might feel like a magic ticket to financial freedom, think about how your current financial habits can impact your future for years to come. So, before you rush out and celebrate with a well-deserved shopping spree - consider the alternative of putting some of that money aside. Whether you still have your parents' support or some other source of money flow, the money that you earn in your first proper job will always help you out, especially in the case of emergencies.

So, what entails the process of saving up your first full-time paycheck? Let's take a look at the 'why' and 'how' of it.

**Why save?**

As much as we may dislike it, life throws us curve balls at times. An emergency fund, ideally three to six months of salary, is a safety net that you can always depend on no matter how dire a situation may get. Are you facing car troubles, unexpected medical bills, or a sudden job loss? Keeping some money saved

aside from your first paychecks will ensure that you won't spiral into debt during the worst possible scenarios.

Aside from emergencies, saving up also means that you are investing towards the future. This can mean earning that dream vacation you have always wanted, buying that expensive piece of gadget, or even starting your own business down the line. You might tell yourself that the money you are earning from your first full-time job isn't enough in quantity for a substantial investment. The truth is, it doesn't have to be.

If you start saving early, even a small amount tucked away now will grow significantly over time due to compound interest. Even aside from that, you are developing a valuable practice that will help you for the rest of your life. Soon into your adulthood, your personal expenses will pile up - more so if you decide to settle down and start a family of your own. At that time, you will be grateful to your past self for going through the arduous, yet rewarding path of saving up early.

**How to save?**

Now that you are well-acquainted with the benefits you will reap if you start saving early, the first thing you need to do to actually start saving is track your expenses. There are free budgeting apps that will help you track daily expenditures and monthly earnings on your phone. Or, if you are the traditional type, get a notebook and jot down your spending manually. Either way, identify areas you need

to cut back. This could be not having a cup of coffee every day and using cheaper modes of public transport at times to save up on commute costs.

A popular budgeting strategy is the 50-30-20 rule, which simply means that you use 50% of your income for essential needs, 30% on wants, and 20% towards savings and paying debts. Of course, you are free to adjust this percentage based on your lifestyle and preferences. For example, reducing the frequency of going to movies or dining out can subsequently increase the amount of savings, which can be greatly beneficial for you in the long run.

Another method you could consider is setting up automatic transfers on your bank account, so that any money deposited in your checking account gets sent to your savings account. This way, you are forcing yourself away from the temptation to spend recklessly. Mentally label that savings account as "do not touch" money - unless of course, in the case of emergencies.

All in all, adopting the practice of saving money early - especially your first-ever paychecks - will be appreciated by your future self down the line. It's often common for youths and young adults to splurge their first earnings into whatever they fancy. While doing so will certainly make you happy, keep in mind that this satisfaction is short-lived at best. Take control of your finances today and start reaping the rewards of smart saving!

# Sustaining energy at work

## A holistic guide to beating the afternoon slump

**SYEDA ADIBA ARIF**

Ever found yourself struggling to function properly during the second half at your workplace? You're not alone. Extended meetings, prolonged desk hours, and periods of intense focus are quite commonplace in corporate jobs. Hence, it's quite easy to get fatigued and burnt out if you're not mindful about your work habits during your 9 to 5. The following techniques can be useful in efforts to stay energised throughout the workday, which is essential for both your wellbeing and productivity. And no, it's not just coffee.

**Start with good sleep**

Without adequate sleep the night before, no matter what you do will be futile in keeping your energy levels high. Good sleep is needed to feel fresh, focus where it matters and make meaningful contributions at work.

Dr. Philip Stieg, a neurosurgeon who founded the Weill Cornell Medicine Brain and Spine Centre, claims lack of sleep might impair creativity, short-term memory, and attention span. Try to get at least seven hours of sleep every night. Humans are not machines; but even machines have planned downtimes that keep them functional, and the same applies in a truer scale for humans.

**Eat the right way**

Make a personal rule for yourself

to not take your lunch at your desk if you can avoid it. Find a nice place much away from your desk, be it in the cafeteria or a cosy lounging zone and take some time to eat your lunch with or without company. A nutrient-rich, well-balanced meal, devoid of excessive grease does an excellent job of preventing fatigue.

Always try to consume a balanced lunch consisting of lean meats, whole grains, fruits and vegetables. Carry practical snacks with you to refuel throughout the day. Make a realistic meal plan for your hours at work, and stick to it to the best of your ability. Additionally, always carry a bottle of water with you and take frequent sips throughout the day, refilling as necessary.

**Get some movement**

For any job, there will be some days that are busier than others. In corporate jobs, a busy day often translates to spending most of it at our desks or in back-to-back meetings. It's crucial to break free out of that & ensure at least some kind of movement throughout. Absorbing sunlight and

fresh air, or stretching limbs and taking short walks, or simply getting up every hour for only a minute, works wonders in offsetting the weariness that comes with extended periods of immobility. Even the shortest bursts of physical activity can instantly make one feel revitalised. Besides, it is also important to focus on good posture at work. If you have the option, opt for an ergonomic set up.

**Recharge with colleagues**

Nobody can relate more to whatever workplace struggle you are facing, than the colleagues who you work with daily. Taking a few breaks to interact with coworkers goes a long way in inducing joy. Dr. Ben Waber, Prominent scientist at the MIT Media Lab, highlights the advantages of taking 'micro-breaks' of up to ten minutes.

You can use these breaks to unwind with your favourite colleagues. To prevent burnout, view breaks as mandatory rather than voluntary, and plan your schedule accordingly.

**Plan your time**

It is not just the number of hours, but also the way those hours are

arranged that play a role in your energy levels. Zhang, Spreitzer, and Qiu's (2023) research demonstrates that energy levels are influenced by the ratio of meeting time to individual work. A well-structured week alternates between solitary work and meetings. Instead of compacting meeting schedules or pairing critical meetings with intense individual tasks, pair high-stress meetings with low-stress one-on-one work whenever possible and vice versa.

Employers and employees alike can benefit from the enhancing productivity, creativity, and job satisfaction that sustained energy at the workplace can bring. Employees should adopt a well-rounded approach that includes good planning, nutrition and workload management.

Employers should prioritise employee well-being by actively listening to the needs of the employees, designing wellness programs that truly work and eschewing the "set it and forget it" approach. By fostering an environment that supports these practices, all parties can win.

Adiba Arif is an HR Manager at BAT Bangladesh and a corporate columnist for The Daily Star. Having completed her Bachelor's from IBA, University of Dhaka, she is currently pursuing a Master's in Data Science & Analytics at East West University.

### Financial Planning For Young Adults

Financial planning is crucial for establishing a strong financial foundation for the future, as well as for creating a safety net for emergencies.

#### Creating a budget

Develop a budget to track your income and expenses.


#### Building an emergency fund

This fund acts as a safety net in case of unexpected financial setbacks.

#### Saving

Consider saving for other goals, such as a home purchase, travel, or further education.

Clearly define your financial goals and the timeline for achieving them.



QUOTE OF THE DAY

"If you want to be a true professional, do something outside yourself."

RUTH BADER GINSBURG

## JOBS SPOTLIGHT

**United International University (UIU)**  
*Lecturer, Public Health*

**Deadline:** July 16

**Eligibility:**

- MBBS/BDS degree or Bachelor's degree in Public Health/Microbiology/Biochemistry/Environmental Science/Statistics/Anthropology and Master's degree in Public Health..

**Minimum experience:** N/A

**IDLC Finance PLC**  
*Associate Relationship Manager, Corporate Division*

**Deadline:** July 10

**Eligibility:**

- MBM or MBA/BBA majoring in Finance, Economics, Accounting, or Banking with minimum a CGPA of 3.00 out of 4 from any reputed university.

**Minimum experience:** 2 years

**H&M**  
*Industrial Engineer*

**Deadline:** July 12

**Eligibility:**

- Academic background in Industrial/Textile Engineering.

**Minimum experience:** 4-6 years

**International Rescue Committee**  
*Senior IT Infrastructure Manager*

**Deadline:** N/A

**Eligibility:**

- Minimum graduation in engineering or technology with industry certifications such as CompTIA A+, Network+, etc. preferable.

**Minimum experience:** 6 years

**FOR MORE DETAILS AND THE APPLICATION LINKS, SCAN THE QR CODE BELOW.**

