

How to achieve a good work-life balance.

Finding work-life balance in today's fast-paced world is not a simple task. Spending more time at work than at home means you miss out on a rewarding personal life. Then again, if you're facing challenges in your personal life, then concentrating on your job can be difficult. Whether the problem is too much or too little focus on work, when your work life and your personal life feel out of balance, it can result in stress.

How work invades your personal life.

There was a time when employees simply worked a nine to five job Monday to Friday, however, times have changed and the boundaries have blurred for many workers. The reasons for this is that people feel pressured to work longer hours to protect their jobs, also if you work for an international company you may have to be on call around the clock. We now all have the ability to work almost anywhere, from home or even whilst on holiday. If you have already experienced some of these challenges then you already know how easy it is for work to invade your personal life.

Working overtime.

Sometimes working overtime is important. It's a choice you can make to adjust to a new job, or to pay the bills. If you work for a company that requires mandatory overtime, you won't be able to avoid it, but you can certainly learn to manage it. If you decide to work overtime for financial reasons or to climb the career ladder, remember to do so in moderation. Learn to say no if you are too tired, or when its affecting your health or your home life.

It isn't easy to juggle the demands of a career and personal life, in fact for most people it's an ongoing challenge to reduce stress and maintain harmony in the key areas of their lives. Prioritise the tasks you need to accomplish, then do them in the order of importance. Be realistic in planning your schedule and focus on the things you know you can achieve. Develop ways to work more efficiently at home and at work. Consolidating or combining jobs may be more time effective. Most importantly try and look on the bright side of things, life, as they say, is too short.

Home Life.

Allow yourself some down time at home, even if it's just an hour here and there, devote that hour to yourself. Do something relaxing like taking a bath or reading, have some fun with [Adult Toys](#). Remember, if you're too tired, you won't be able to concentrate at work, by learning to relax you'll cope better with the demands of maintaining a good work-life balance.

About the Author

Karen Jack is a popular writer, her main areas of interest are relationships, lifestyles, health and music.

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