



The Ultimate Job Search Book: Find Out What Employers Really Want and Get that Job

By Lynn Williams

Kogan Page Limited/Viva Books, 2008. Softcover. Book Condition: New. First edition. Starting work or changing job is one of life's most stressful experiences - the average job search takes around three months! The Ultimate Job Search Book will help you to gain the skills and techniques that take the stress out of job hunting. It will help you to make sure your job applications meet with a positive response, and contains all you need to know to get the job you want. There are even quotes from employers and recruitment professionals that tell you what they are looking for in a candidate. You will find out how to : ? Pinpoint exactly what the job requires ? Write a brilliant CV and covering letter ? Use sample CVs for different types of job ? Handle CV problems ? Turn application forms to your advantage ? Identify the best job search strategy ? Understand psychometric tests ? Deal with interview questions - even the really difficult ones ? Understand what the interviewer is asking and why ? Prepare suggested answers before the interview ? Create a great impression ? Negotiate job offers ? Handle rejection The Ultimate Job Search Book is...



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