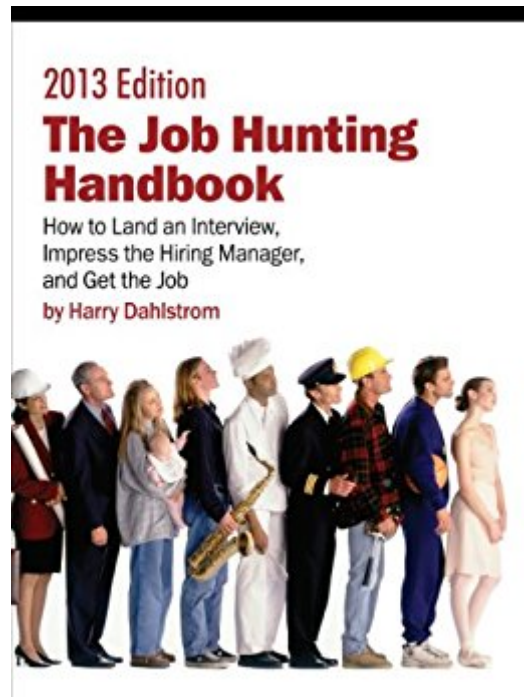


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# The Job Hunting Handbook



## Synopsis

The Job Hunting Handbook is a complete job-search program you can read in about an hour and get started on your job hunt today. It's upbeat, motivational and written in a friendly conversational style. It includes critical material you won't find anywhere else. Look what's included: Learn how employers hire and how to survive the four cuts Just fill-in-the-blanks to craft a resume with all the right stuff How to ask three references to sing your praises What to say when a hiring manager calls you What to wear to a job interview and why it matters How to sell yourself with a 15 second sales pitch A dozen ways enthusiasm can make you more likeable How to answer 50 tough interview questions with ease 17 smart questions to ask a hiring manager Four things you need to do after every job interview Wages and demand for America's top 175 occupations Plus, step-by-step coaching for networking, social media, job fairs, job boards, career centers, temp agencies, following-up, and much more. Over 7 million copies sold, The Job Hunting Handbook is used by thousands of career centers nationwide. It is also printed under private cover for state and local employment services.

## Book Information

File Size: 627 KB

Print Length: 130 pages

Publisher: Dahlstrom & Company; 2013 eBook Edition edition (April 1, 2013)

Publication Date: April 1, 2013

Sold by: Digital Services LLC

Language: English

ASIN: B00C5TK2IO

Text-to-Speech: Enabled

X-Ray: Not Enabled

Word Wise: Enabled

Lending: Not Enabled

Enhanced Typesetting: Enabled

Best Sellers Rank: #818,982 Paid in Kindle Store (See Top 100 Paid in Kindle Store) #250

in Kindle Store > Kindle eBooks > Business & Money > Job Hunting & Careers > Resumes #495

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## Customer Reviews

I enjoyed every page of this book. the tips and very insightful and on point. With no doubt, the author is an expert at what he's talking about.

I am enjoying this book, I needed it for an assignment for school, although I am not currently not looking for work.

Decent

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