

Looking for a job? Preparing for the biggest interview of your life? Facing a layoff? Have no fear. Work It! has all the strategies you need. The work world isn't so friendly anymore. Landing the job you want takes a little more sweat in this tight job market, and keeping that job requires savvy and vigilance. This smart and comprehensive guide, packed with punchy, frank advice, gives you the tools and techniques that will help you get the most out of your job hunt. Allison Hemming, a noted career expert, delivers a needed dose of wisdom from the trenches in a manual that is perfectly updated to suit the modern work environment. Work It! gives you the skinny on all you need to know, including:  Step away from the computer -- the Internet may be ruining your job search  Lose the McResume and get a grip on the lost art of correspondence  The ABCs of networking -- don't wing it, work it!  Training tips for peak interview performance  Seal the Deal -- how to negotiate and accept a job the right way If you are recently unemployed or see a layoff looming, there's a bonus Pink Slip section that will make you better able to bounce back and stay financially afloat during your job search. And for recent college grads, there's a road map for getting a J.O.B. degree. Alter your approach to job-hunting from this moment forward! Now go work it!

Japanese Candlestick Charting: A Contemporary Guide to the Ancient Techniques of the Far East, Choice of Law (Litigator Series), Rapid Interpretation of EKGs, Il dono inestimabile: Le chiavi della teologia della vita consacrata (Italian Edition), Die Entstehung und Entwicklung des Kinder- und Jugendfunks in Deutschland von 1924 bis 1933 am Beispiel der Berliner Funk-Stunde AG (Europäische ... Universitaires Europeennes) (German Edition), You Choose: Historical Eras,

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