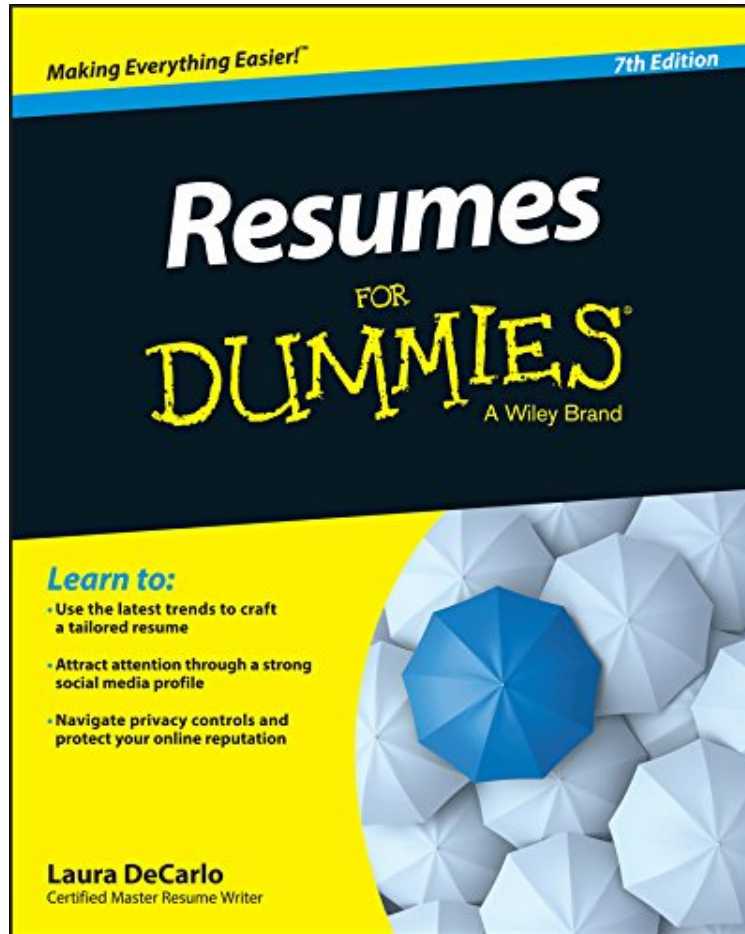


Resumes For Dummies

Laura DeCarlo

audiobook | *ebooks | Download PDF | ePub | DOC



#526744 in eBooks 2015-07-14 2015-07-14 File Name: B011RG5F78 | File size: 52.Mb

Laura DeCarlo : Resumes For Dummies before purchasing it in order to gage whether or not it would be worth my time, and all praised Resumes For Dummies:

2 of 2 people found the following review helpful. If you want job interviews, purchase this book and apply the knowledge within. By Timothy Chavis: High accolades to Laura de Carlo for this "gold mine" reference book, Resumes for Dummies! After purchasing and applying the knowledge, examples, etc. therein, although time consuming, I completed and posted my on-target resume on Career Builder, a well-known job board in the U.S., to test its effectiveness. Well, since then, both recruiters and HR specialists have been contacting and wanting to meet with me to discuss job opportunities. Just yesterday (November 30), for example, I was contacted by seven (7) recruiters (and most of them HR specialists) from seven different companies or agencies with fantastic job opportunities. The results are astounding, and I am so excited!!! Knowing that I can secure interviews--"get in the door"--I am confident that I can secure a job that interest me after I return to the U.S. 1 of 1 people found the following review helpful. A great resource for your job search. By Robin: If you are looking for a job, this is a must-have reference book for your job search and how to write resumes. Completely rewritten by Laura DeCarlo (with contributions from the previous author

Jane Lain Kennedy) - Laura has sought out contributions from top folks in the industry, many award-winning resume writers, to contribute their samples, along with the latest content and intelligence for a successful job search campaign. Read through the book to figure out how to write resumes, while keeping up with the latest technological developments. Highly recommended. 3 of 3 people found the following review helpful. Very succinct. By John Rhodes Covered many of the old tips and some new tech tips too. Offers several samples. Trusted to be industry standard.

Master the art of resume writing and boost your chances of getting hired With unemployment rates still running high, getting an edge up on the competition in your field; whatever it may be; can be an intimidating and exhausting undertaking. Luckily, Resumes For Dummies is here to serve as your life raft as you navigate the murky waters of a modern-day job search. Inside, you'll find expert guidance on writing a winning resume that will set you head and shoulders above the crowd to land that elusive interview and get the job of your dreams. There's nothing easy and breezy about looking for a new job; whether you currently have one or not. But rather than succumbing to the panic that might convince you to hide under the covers, Resumes For Dummies arms you with the confidence you need to write a resume that will have prospective employers knocking your at your door. Includes tips on avoiding common resume-writing mistakes Provides updates on the latest changes in the job market that you'll need to take into account when writing a resume Outlines how to approach a lay-off in a professional light Covers how to confront privacy and reputation issues in online social job search Whether you're a recent graduate, second-timer looking for your next job, prime-timer who hasn't job-searched in decades, or the unfortunate victim of a lay-off, Resumes For Dummies takes the fear out of putting your skills on paper and sets you on the path to getting your foot in the door; and landing the job of your dreams.

From the Back Cover Learn to: Use the latest trends to craft a tailored resume Attract attention through a strong social media profile Navigate privacy controls and protect your online reputation Get your career in gear; and boost your chances of getting hired A resume is your first step to attracting a hiring manager's attention, but this essential job-search document can be tough to put together. Never fear! Resumes For Dummies arms you with the confidence you need to write a resume that will have prospective employers knocking at your door. Get started now! Shine online; get up to speed with job searching in the digital age, from understanding Internet-based tools to landing prospects on social media Some things never change; get timeless tips on tried-and-true resume-writing basics that will set you apart from the pack Put your best self forward; discover how to write a resume that highlights your good points and downplays the not-so-good ones, like work-history gaps or job hopping Take a gander; check out dozens of sample resumes for every consideration; perfect for modeling your own winning resume Open the book and find: Everything you need to create a targeted resume How to make your resume stand out in the digital age Guidance on making the most of social networking in your job search How to make education, skills, experience, and competencies work for you The best type of resume for your career situation Advice for first-time job seekers and recent graduates A ten-point resume checklist to make sure your resume is the best it can be About the Author Laura DeCarlo founded the global organization Career Directors International (CDI), LLC, which educates and certifies resume writers and career coaches. Laura's resumes have been featured in more than 20 resume and cover letter compendiums.