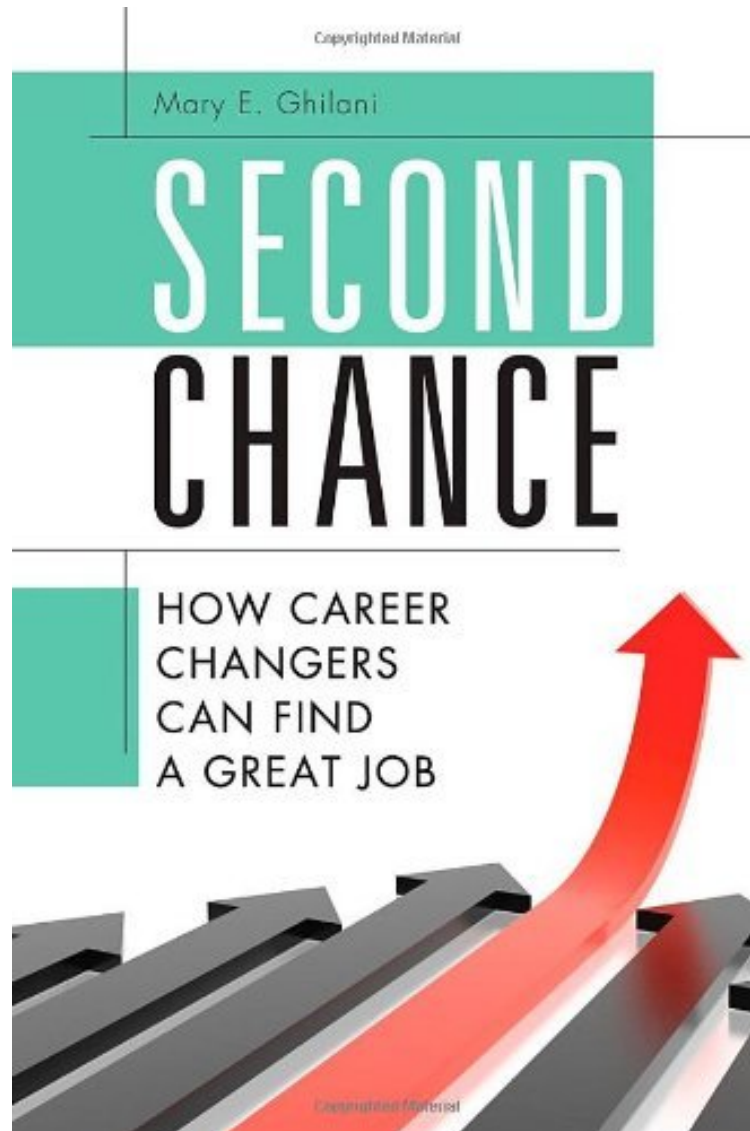


Second Chance: How Career Changers Can Find a Great Job

Mary E. Ghilani

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Mary E. Ghilani : Second Chance: How Career Changers Can Find a Great Job before purchasing it in order to gauge whether or not it would be worth my time, and all praised Second Chance: How Career Changers Can Find a Great Job:

A certified career counselor provides practical tips and strategies to help midlife career changers identify the best career-change options, update their resumes, interview with confidence, and successfully find jobs.bull; 19 self-reflective career exercises and worksheetsbull; 13 vignettes of successful career changersbull; Examples of work

skills, job descriptions, and self-marketing scripts; Samples of resumes, cover letters, a follow-up call script, an acceptance letter, and an offer-decline letter; Summaries of studies and surveys from the Association for the Advancement of Retired Persons (AARP), the National Association of Colleges and Employers (NACE), Bankrate, Inc, the U.S. Bureau of Labor Statistics, human resources, civic ventures, and Amy Wrzesniewski; A resource guide to 78 career, job-search, and educational websites

"Whether you are seeking a total career reinvention or just changing jobs, Mary Ghilani has written the ultimate handbook to guide you through the uncertainty of the change. The contents are thorough, straightforward, up to date, and user friendly, with case study examples to make her points clear. Her quizzes and exercises move the job search process along and help produce the strategic material needed to market yourself effectively. Whether you're 30 or 60, the practical, realistic steps and solid examples in Ghilani's book will help to ensure your career change success." (Patrick Lennahan, MCDP, GCDF - Private practice career counselor, and adjunct professor in Holistic Counseling, Salve Regina University) About the Author Mary E. Ghilani, MS, NCC, is director of career services at Luzerne County Community College in Nanticoke, PA, where she provides career assessment, counseling, and job-search assistance to college students and community members.