

Online Library The 21st Century
Job Search

The 21st Century Job Search

*From America's #1
placement and recruitment
specialist and the author
of the successful Acing*

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the Interview comes a set of simple rules to help you land a job in the 21st-century world of today's market. In 101 Small Rules for a Big Job Search, Tony Beshara, the employment

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*expert Dr. Phil called
“the best of the best,”
provides the perfect
roadmap to a successful
job search. In it you’ll
discover:*

- How to deal
with the emotional strain*

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*of looking for a job •
What's the very first
thing you should do • How
to set job-search goals •
The reason for
affirmations. • The little
disciplines that make a*

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big difference • How to deal with the difficult job market • Taking massive action • Social media: Friend and enemy • How to make the best use of LinkedIn • Online job

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searches • Resume Dos and Don'ts • How to get an interview • Flawless interview techniques • The worst places to interview • The worst times to interview • How to

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determine your “risk factors” • Ways to deal with rejection • How to get a job offer • The right way to resign • How to start your new job Tony Beshara shows you how to

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*get started and get the
job you want!*

*"If I could take but one
tool into the 21st
century, this would be
it." –Harvey Mackay,
author of How to Swim with*

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*the Sharks without Being
Eaten Alive America's #1
careers columnist
electronically whisks you
to the head of the job
line. Information
technology is*

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revolutionizing the way people look for jobs. Job seekers can now connect with employers, not just through print job ads and employment services, but electronically. Millions

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have already tapped into these powerful new resources to help them get ahead. In this fully revised, up-to-the-minute guide, syndicated columnist Joyce Lain

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Kennedy shows you how to take advantage of the very latest technology to gain access to tens of thousands of potential employers. She also provides helpful tips from

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*human resource
specialists, and includes
the names, addresses,
telephone, and fax numbers
of electronic job search
services. And don't worry,
you don't have to be*

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*computer literate to get
the most out of this book.
In straightforward,
nontechnical prose,
Kennedy and Thomas J.
Morrow fill you in on:
Resume databases that give*

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employers instant access to your resume. Employer databases to design your own blue-ribbon prospect list—and get company names and profiles automatically. Computer-

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*driven interviews and
video conferencing.
Telephone job hotlines.
Electronic tools that
identify your skills. New
online job help for
graduates and alumni. Want*

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*to master the century's
biggest change in job
finding? Don't miss this
book's two companion
volumes: Electronic Resume
Revolution, the first
complete guide to*

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preparing computer-friendly resumes, and Hook Up, Get Hired!, a comprehensive guide to using the hottest new job resources of the Internet to find a job.

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Identifies the fastest growing jobs for salaries, environment and job security in today's changing job market. Targeted to today's media-savvy students, the Media

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Career Guide includes the latest information on using social media during a job search, as well as tips for navigating a rapidly changing digital media landscape. This

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*manual includes an
overview of today's
employment opportunities
and provides a
comprehensive directory of
media jobs. In addition,
helpful guidelines walk*

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readers through the entire job-search process, from researching a company to applying for jobs to displaying appropriate behavior in the workplace. The new edition now offers

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*career advice from real
media professionals and
emphasizes the importance
of creating and
maintaining a professional
online presence for the
workplace.*

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*A Comprehensive Sales
Manual for Job Searching
in the 21st Century
A 21st Century Job Search
Handbook
How to Get a Job in the
21st Century*

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*Electronic Job Search
Revolution*

*Change Your Job, Change
Your Life*

*How to Win with the New
Technology That's
Reshaping Today's Job*

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Market

“A no-holds-barred view of career management in a turbulent world . . . provides a reality-based perspective that should be of value to all who read [it].” —Len Schlesinger, president emeritus at Babson College, Baker

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Foundation professor, Harvard Business School In these uncertain times, The Job Search Navigator is a reliable guide to every step of the twenty-first-century job hunt, whether readers are laid off, wanting to change careers after surviving cutbacks, or

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seeking a better full-time gig in a stagnant marketplace. Author Matt Durfee writes from the perspective of someone who has both recruited for some of America's biggest companies and navigated his way through nine of his own job losses. The book combines

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practical real-world perspectives with the technical knowledge job seekers need in order to excel at every aspect of their searches. Drawing on the knowledge Durfee accumulated through his own experiences, searches, and big-brand corporate hiring

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responsibilities, The Job Search Navigator abandons the “clinical approach” of many other career-advice books. Instead, Durfee gives easy-to-follow strategies and, perhaps more importantly, recounts in illuminating detail the kinds of mistakes that led

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him to develop these strategies. “From the strategic to the emotional to the tactical—this is one of the most practical and useful books on career management I’ve read in a very, very long time.” —L. Kevin Cox, chief human resources officer, American

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Express Company “Matt’s expertise in this space is unmatched. We live in a world where constant reinvention is the rule and The Job Search Navigator is essential reading for those who want to take control of their career trajectory.”
—Scott Westerman, executive director

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& associate vice president for alumni relations, Michigan State University
Unique in scope and perspective,
Career Development: A 21st Century
Job Search Handbook, Third Edition
focuses on the methodologies,
processes, and techniques for

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conducting a job search in today's competitive marketplace. This edition discusses detailed explanation of a three-pronged career search using traditional, human interaction, and modern technology approaches and how to use all three to your advantage;

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coverage of the Internet and how to use electronic technology for job searching; expanded coverage of personal marketing; and a Market Value Determination Guide to assess one's market value.

An easy-to-follow, nine-step process

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for how to land your dream job and cut through the noise of job-searching in the 21st century. Banging your head against the wall about the job search? Wondering why nobody's even bothering to send you a rejection letter (much less an interview request)? You

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are not alone. This process is a beast, but there's good news: #EntryLevelBoss is the book for you. This is an easy-to-follow roadmap for transforming yourself from frustrated job seeker into hired, happy, productive human. One part behind-the-scenes

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memoir, one part playbook,
#EntryLevelBoss lays out career coach
Alexa Shoen's proven 9-step
methodology for approaching the job
search during these crazy times we're
living through. Think of it like a fitness
plan—except instead of killer abs, you

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wind up with multiple interviews for a bunch of jobs you actually want. Cool, right? This is not another manifesto about finding your passion. (I mean, yes, let's find your passion, sure, but the rent is also due and I would assume you're interested in getting paid.) This

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is a real plan that's based on the real rules of the game. You'll learn how to effectively identify your future hiring manager, for example, and slide into their DMs in the least creepy way possible. Alexa Shoen is the internet's leading confidant for panicking job

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seekers. She has guided thousands of people into full-time employment using these exact steps. Even if you're convinced you're the least hireable person on the planet, Alexa's got you covered.

This book is your successful career

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search strategy in today's modern digital world. Follow it, and you'll remake your career, earn more, and gain greater fulfillment. Brimming with invaluable 21st century job search tactics, you'll learn how to: Evaluate your strengths and passions to

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determine the ultimate job for you. Select the best job-hunting methods for you. Prepare the best professional resume and cover letter for your job search. Customize your LinkedIn profile and resume to create a magnet for recruiters. Negotiate the best salary.

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Master the job interview. The Only Job Search Guide You'll Ever Need is your road map for finding your most fulfilling career and job.

Connect to Your Career

About Getting Hired, the Job Search

When Can You Start? the Only Job

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Search Guide You'll Ever Need

How to Get a Job in a Recession 2012

Job Search Handbook

Careers and Job Seeking Into the 21st
Century

*Offers information on job
searching.*

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In the 21st Century, the job search is always on. Jobs no longer last a lifetime, or even much longer than a few years for some. At the first sign of economic trouble, corporations drop workers

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like a damsel in distress in hopes of keeping their stockholders happy. The news gets better, hires begin and the cycle repeats over and over. Break the vicious circle and take your

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career back with the techniques of Employee 5.0, the savvy modern worker who takes their career into their own hands rather than waiting for a corporation to value--or devalue--their

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worth. Veteran recruiter Bill Humbert has devised a simple 12-step system that, if followed, will translate into a job offer--or offers--in 90 days. He'll take the job seeker through the

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*immediate days after a
layoff to negotiating their
next salary for their newest
job. All the while, he teaches
how to think about
employment in the 21st
Century where everyone*

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*needs to be working on their next job because, if they don't, no one else will. Join the Employee 5.0 team and start building your career for you. It's time, isn't it?
The Proven, Professional*

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*Resume and Job Search
Guide for Executives in the
100K and Above Salary
Range This new, expanded
edition of a classic bestseller
supplements veteran career
advisor William Montag's*

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years of experience with the powerful online resources of CareerJournal.com, The Wall Street Journal's own career Web site. Let this handy resource be your own professional executive

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*coach with up-to-the-minute
advice on how to land your
ideal executive job using
proven high-
visibility marketing
techniques. The top-notch,
real-world resume and cover*

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*letter samples insidewill
help you launch your search
with the same competitive
edgeheld by the top-level
clients of Montag
Associates. You'll learnhow
critical self-marketing is to*

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*your success and how to
maximize your marketability
by pairing the perfect cover
letter with the right resume
for any job opportunity. By
combining the
author's power packaging*

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*and patented Expansionist
Theory(TM) methods
with 24/7 online job search
strategies you can
outmarket, outsmart,
and outclass the competition.
Put your executive job*

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*search on the fast track
with: * All the marketing
techniques and online skills
of professional executive
career coaches * Up-to-date
listings of the best career
and job search sites on the*

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*Internet * Sample resumes
accompanied by their own
specially designed
coverletters * Frequently
asked questions and market-
tested answers * Top ten
rules for the twenty-first-*

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*century job market
The 21st Century Job
SearchCreatespace
Independent Publishing
Platform
21st Century Keys to
Employment*

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*The Ultimate, No B.S. Guide
to Finding a Job with Social
Media*

*Preparing for Jobs in the
21st Century*

*The 21st Century Career
Search System*

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Job Search in the 21st Century

How to Find a Job in the 21st Century

*This comprehensive and
well-written book
discusses what has*

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happened in our economy during the past 100 years to shape today's labor market, and how that past will shape the labor market of the future. The book discusses trends

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*through the year 2000,
what careers will expand
and decline (and how
much), and the increasing
importance of career
planning and job search
skills.*

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*HIGHLIGHTS AND
INSIGHTS* Regardless of
whether or not your job
loss is due to a layoff,
termination or injury or
illness, losing your job
is a serious life event. A

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life event and career transition that should not be taken lightly. Donna uses her expertise in the area of Human Resources , Career Counseling, and Online Resources to help

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the job seeker find a new career in today's tough job market. Readers will learn the tricks and techniques jobseekers should use to maximize their job search efforts

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offline and online. This book is full of expert job searching advice and recommended online resources and websites to help you if you are seeking employment in

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these tough economic times. A must read if you are out of work or seeking a new career or job change.- Learn how to heal from your job loss so you can move forward and leave

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*the anger and bitterness
behind- Learn how to job
search in the 21st Century
utilizing all the latest
technology- Learn how to
avoid critical mistakes
job seekers make during an*

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interview - Learn how to tap into the "hidden" job market where most of the jobs openings exist- Discover the best places to search job openings and how to attract top

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employers- Tap into niche sites, cyber hangouts, and other venues for finding employers -Discover the top 3 skills employers are seeking in today's job market - Learn the secrets

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*about resumes employers do
not want you to know-
Create powerful resumes to
get found in the online
jobs banks using the right
key words and get noticed
- Learn the top turn offs*

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for employers

*A practical guide to
finding meaningful
employment in today's
workplace.*

*THE 21ST CENTURY CAREER
SEARCH SYSTEM is a*

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*priceless companion for
guiding anyone who is
seeking career
advancement. If you desire
superior compensation for
your skills, an ideal
working environment, and*

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the perfect job, then this book is for you. Things are very different in how H.R. departments operate in the 21st century. The rules of hiring have changed, and only the most

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*prepared candidate will
win out in this highly
competitive arena. Slip
up, miss something ...
make one mistake, and the
perfect job you've always
wanted will go to someone*

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else in the long list of candidates. Gain the advantage over others jockeying for the same position. Know exactly how to be the most prepared, the most knowledgeable,

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and the most impressive person for the job. Your life, your future, and your pay are counting on it. TESTIMONIALS From the Navy's most senior Career Counselor (1996-1999):

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"Bruce provides a refreshing update to the job-seeking process, offering keen insights based on his vast experience. He offers easy-to-understand,

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straightforward strategies that can be put to use immediately. His advice is practical, useful, and informative." -Michael P. Wardlaw, Ph.D. (former Master Chief Navy

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*Counselor, U.S. Navy) From
a client Dr. Gillies
worked with during the
economic downturn, in
which she increased her
salary by \$15,000: "I
worked with Dr. Gillies in*

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*finding a career after
losing my job in 2008.
Using the techniques that
he taught me-which he
provides in this book-not
only did I see many more
interview offers, but the*

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*number of job offers and
the amount of compensation
was more than I'd
previously been
receiving." -Juanita
Rodriguez*

How to Put Your Book

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*Together and Get a Job in
Advertising
Career Development
Job Search Skills for the
21st Century
The 21st Century Job
Search*

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*101 Small Rules for a Big
Job Search*

*The Complete Guide to
Environmental Careers in
the 21st Century*

Praised as the "essential,"
"award-winning advertising

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career classic," here is the industry standard that all aspiring creatives turn to for brutally honest--and often droll--career advice, now fully updated to reflect what most impresses today's top firms. This is the

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unequivocal go-to source for anyone looking to break into the business. Originally published under the title The Copy Workshop.

Contributors include: David Baldwin, Tom Cuniff, Greg DiNoto, Jim Durfee, Doreen

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Dvorin, Heidi Ehlers,
Jeffrey Epstein, George
Felton, Jack Foster, Cliff
Freeman, Roz Goldfarb, Jeff
Goodby, Dean Hacothen,
Charles Hall, Jhames Holley,
Lee Kovel, Leora Mechanic,
Deborah Morrison, Jim

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Mountjoy, James Patterson,
Robin Raj, Amy Krouse
Rosenthal, Helen Klein Ross,
Ron Seichrist, Susan Spiegel
Solovay, Helayne Spivak,
Luke Sullivan, Eric Weber.

From the Introduction:

Although media are changing

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at the speed of light, the basics of advertising, speculative ads, and the job-getting process haven't changed. The information in this spanking-new revision concerns first-year issues.

* In Part I, I define

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concepts and campaigns for those who have just begun to ask what this portfolio thing is all about. And there are new questions and answers that I hope will help those about to graduate, those who are

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about to enter or have
already entered the tougher-
than-ever entry-level job
competition.... * Part II
addresses all aspects of
getting a job, from resumes,
cover letters, and business
cards to interview etiquette

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and follow-up. * As I've done since the first edition of this book, I've invited creative heads of some of the top agencies around, headhunters, creative managers, and junior creative people to write

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essays and supplement the text of this book with their comments, their stories, and examples from their portfolios. The contributions of these generous people are of enormous value and make up

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Part III, "A Little Help
from Some Friends."

Connect to Your Career is a
technology-driven 21st
century reflection of how
adults find and launch new
careers. It reflects a
seamless integration of

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technology and social media to guide you as you self-assess and discover who you are as a future employee. Technology is an essential part of the career-search process, so it is important to know how to leverage it

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to help you find the career for which you are looking. The text presents proven strategies that use technology as a tool to find the career that is the correct fit for you. You will be guided through the

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steps of planning your career, establishing your online presence, protecting your online identity, and networking in the 21st century. Integrated in this technology-centric approach are traditional résumés, as

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well as nontraditional résumés, that are sure to capture the eye of an employer. No matter your career choice, Connect to Your Career will help you jump-start your future. In today's competitive work

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environment, well-developed job search skills can help you stand out in the crowd. New-style job messages that get you in the door and on your way up From sparkling cover letters to six-word bios, a fresh bevy of

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jobsearch letters has grown
powerfully useful for
successful
careercommunications. Job
Search Letters For Dummies
delivers the qualityof New
Era know-how you need right
now to land good jobs

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and thrive. Whether you're a long-time professional or a recent college graduate — or somewhere in between — Job Search Letters For Dummies has you covered. Job Search Letters For Dummies covers the gamut of leading-

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edgetopics, including
effective strategies for
internal
careercommunications on
topics such as raises,
promotions, and
positionchanges; rules for
communicating professionally

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with texts and networking on social media platforms such as twitter and LinkedIn; fresh and updated communication phrases to voice accomplishments and make job-fit statements; post-interview etiquette and

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letters such as thank-yous,
"hire me" reinforcement
notes, interest
revival queries; and much
more. Get hired with 40
types of job letters Create
short messages for a
smartphone world Network on

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social media sites Model
best letters more than 200
pro samples Whether you're a
long-time professional or a
recentcollege graduate — or
somewhere in between —
JobSearch Letters For
Dummies has you covered. A

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note to job seekers from
nationally syndicated
careerscolumnist and author
of Job Search Letters For
Dummies, Joyce Lain Kennedy:
Welcome aboard, job seekers!
Thanks for checking out this
firstguide to communications-

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supported job search and
careergrowth in relentlessly
changing technological
times. The right messaging —
what you say, why you say
it, and when you say it — is
as important today to
youremployment goals as it

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has been at any time since Leonardo da Vinci wrote the first professional resume in 1482. Consider recent job-finding history: In 1986 fax machines and postal mail were the most popular ways to send resumes and cover

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letters. In the 1990s the Internet boom kicked in with new tools to connect jobs and people: e-mail, websites, cell phones, mailing lists, and online bulletin boards. In the 21st century the double-time march of

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recruiting technology
skyrocketed, building a
techno-swamp populated
with endless ideas of how to
connect work and people
through smartphones, wonder
tablets, apps, and social
media for virtual networking.

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You're competing in a new world of work out there. If your job search is treading water — or even drowning — there's a better way. Make a splash! Engage hiring authorities through a communications-centered

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campaign with smart content. Finding a job in the 21st century is a challenging endeavor. Many people assume that being disillusioned is just a normal part of being employed. Being disengaged from your work does not have

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to be the norm. It is absolutely possible to find the job of your dreams. You can wake up every morning excited to head to work This book lays the groundwork for finding a rewarding career path. It will explore a

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variety of issues related to today's job search, including fresh tips on career search and resume tools, networking, interview skills, job-related technology, and social media. Dr. Anderson will

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provide valuable insight and guidance on contemporary best practices for the 21st-century job search. Get Hired: 21st Century Job Search shows you how to network, connect with potential employees, nail an

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interview, and land the job.

High Impact Strategies for
Finding Great Jobs Into the
21st Century

One Stop, One Book for Job
Search Success!

Your Insider's Lifetime
Guide to Executive Job-

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changing and Faster Career
Progress in the 21st Century
How to Find Work in the 21st
Century
Job Search Tips and Career
Advice for the 21st Century
A Guide to Finding
Employment in Today's

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Workplace

***A cutting-edge resume and job search guide for executives in the 75K and above salary range-featuring the patented Expansionist Theory(TM)
Written by a veteran career***

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advisor, this one-of-a-kind resource is packed with essential tips, tools, and advice for executives beginning a job search. This totally revised and expanded edition of the original

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bestseller is a complete job search guide that will help you launch a search with the same competitive edge held by clients of Montag Associates-who enjoy a placement success rate that far

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surpasses the outplacement industry norm. As shown through real-life case histories, clients and readers who combined the power resumes developed in Part I with the market-tested search

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theories in Part II have repeatedly outmarketed, outsmarted, and outdistanced the competition. Featuring over 60 real-life skills and achievement-oriented resumes-all with accompanying cover

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***letters-this Second Edition
contains invaluable pointers
on defining and packaging
marketable skills and
achievements, a question-and-
answer section, and new
chapters and appendices***

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covering such vital topics as launching the job search, the executive interview, the top ten rules of the job market, and an executive guide to the Internet. There's a provocative new chapter documenting the

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impact of predatory greed on a stressed-out workforce-who can wrest control of their careers by executing a multistep, high-volume job search process that distinguishes the Expansionist

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Theory. While the competition dawdles, clients and readers get results. So will you. Thorough and accessible, Best Resumes for \$75,000+ Executive Jobs, Second Edition is a must-have for any

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***executive looking for a
competitive edge in the twenty-
first century job market.***

***This book is the result of 14
years working directly with
people who have lost jobs,
homes, financial freedom, and***

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hope. "21st Century Keys to Employment" will guide you through the steps necessary to stand out from the competition to land that next job! "Due to the economy I was laid off from two

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executive-level positions in three years. After 6 months with no success in finding a new job, I was desperate. I attended Lynne's training program. Within 3 weeks I had three job offers in hand!"

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Robert "UNBELIEVABLE! My jaw dropped when I received an offer almost DOUBLE the salary of what I was expecting, plus commission; on top of that a full benefits package. I am now managing in a major

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retail chain!" Nadia "After losing our family business, our home, and financial security, I attended a 21st Century Strategies workshop, and within two weeks was hired by my county school

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system!" Jessica "I love my new job! Could not have done it without you... I learned so much from your classes!" Carol "After attending the resume and interviewing classes, I was able to rejoin

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the workforce following 18 months unemployment. I continued to utilize these new skills to transition into my new dream job!" Jennifer "The resume writing and follow-up etiquette got me the job. After

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***no initial response, I sent a letter reinforcing how my skills matched their needs. They took a second look and hired me! Thank you!" Tricia
It's a competitive jobs market and coming second will not***

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get you the job. This revised and updated 2nd edition of How to Get a Job in a Recession provides practical advice with masses of free bonuses is an easy to follow, straightforward guide. It's like

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***a one-to-one job search
coaching session providing
expert advice and a structured
plan. This book will be
relevant for you whether you
are at the start of your career
or a job changer who needs***

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both a reminder of the basics and an introduction to the most effective ways to find a job. HINT: it's not sat at your computer all day! Too many people fail to get the job they want. They put too much

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energy into traditional ways of applying for a job. In this dramatically revised 2nd edition you will get a systematic practical guide through all aspects of job search. Learn: * Creating a job

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***search plan * Deciding what
job to target * CV and cover
letter creation * Creating a
compelling message *
LinkedIn * Traditional job
search * Online research and
fact finding interviews * Active***

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***job search * All aspects of
selection * Staying motivated
... And MUCH MORE Alongside
the 23 chapters of practical
advice you also get access to:
Orientation welcome video.
15+ forms to download for***

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your own personal use in managing your job hunt. 6 audio interviews discussing subjects such as thinking yourself to success, body language, and using career assessments. Mock interview

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brief to use in your interview practice. Easy access to all the web links referred to in the book. Don't waste another day - get focused on a targeted job search now!

Themes: Hi-Lo, Lifeskills,

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career, achieve independence, skills, job search. Combining practical content with visual appeal, the 21st Century Lifeskills handbooks read more like a magazine than a book. Highly readable with full-

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color photographs, a smaller trim size and an eye-popping layout, these 120-page handbooks are great for teaching life skills to a twenty-first century population. The 10 handbooks in this series

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will provide readers a thorough and non-threatening introduction to the multi-dimensional competencies, concepts, and vocabulary they need to achieve independences--including

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***community resources, job
searching, money
management, job etiquette,
health, moving and more.
Used along or in conjunction
with the 21st Century Lifeskills
worktexts, these handbooks***

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offer students a unique and visual way to achieve real-world literacy. The handbook is a thorough and non-threatening introduction to: Workplace Readiness; Occupational Training;

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Applying for a Job; The Job Interview. This handbook offers students a unique and visual way to achieve real-world literacy.

***Don't Sweat the Job Search!
Employee 5. 0***

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***New Guidelines for Today's
Job Seeker***

***How to Get Any Job You Want
Environmental Careers for the
21st Century***

***Best Resumes for \$75,000 +
Executive Jobs***

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Targeted to today's media-savvy students, the tenth edition of Media Career Guide includes the latest information on the emerging employment opportunities in mobile media, as well as tips for developing and

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honing professional networking skills. This essential manual provides an updated, comprehensive directory of media jobs, and walks readers through the entire job-search process, from researching a

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company to applying for jobs to displaying appropriate behavior in the workplace.

Bruce Hurwitz has never been afraid of controversy, nor is he hesitant to admit when he is wrong. Accordingly, in The 21st

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Century Job Search, he revisits his previous comments on such things as wearing large engagement rings to job interviews, his short-lived position as a career coach at a New York university, and coping with

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discrimination, topics which raised some eyebrows when he originally wrote about them on LinkedIn. In the book you will learn: How to prepare for an effective job search; How to research prospective employers;

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How to handle your Internet presence; How to utilize LinkedIn to build your brand and attract employers; How to effectively network - especially if you are shy; How to prepare for surprises; How to correctly read

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job descriptions to avoid frustration; What really happens to, and how to write, effective cover letters; What really happens to, and how to write, effective resumes; How to properly prepare for phone, video

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and in-person interviews; What questions to ask, and how to answers questions you will be asked, in interviews; How to follow-up after an interview; About legal and illegal discrimination; and About

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negotiating, offer letters and resigning. Hurwitz also tackles the "tough" questions of dealing with a "resume gap," raising health issues, being fired and how to turn having been a stay-at-home parent or caregiver into an

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attraction for employers. But he does not simply tell readers what to do, when possible, he shows them. There is a script, especially for the shy, for effective networking and follow up. Additionally, readers will find

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sample letters for networking, expressing interest in a company, applying for jobs, thanking interviewers and, his personal favorite, the rejection letter. While in the book he gives particular advice to veterans, college

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students, "older" candidates, the long-term unemployed, stay-at-home parents, and caregivers about how to minimize rejection and reduce frustration, and effectively cope with the different stages of a job search, the book

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*is for any job seeker regardless
of their circumstances.*

*Provides an analysis of
environmental career fields and
offers advice on job hunting*

*Since 2008, it has been harder to
find a job. Companies are*

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running leaner and are banking the profits. Layoffs are happening every day. How can you compete in this crowded job market? This book will help you find a job FAST using proven techniques that will allow you to gain visibility

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and rise to the top. Many areas are covered including documenting your skills and experience, proactive job search techniques, company research, speed training, resume prep, interviewing, networking, the

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Internet and more. It contains no fluff or filler, is easy to read, and filled with helpful links to help you along the way. It was written by Tony Thomas, a published writer and marketing professional with over 35 years of experience. He

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has been in the job search trenches and has successfully used many of these techniques to find jobs. Let Tony help you find your dream job! Excerpt from the book: "There was a time when you could send a resume and a

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cover letter to an employer and get an interview. Those days are gone. Now, with dozens, hundreds, or even thousands of applicants vying for the same job, most resumes end up in the "circular file" after a quick 10

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second scan. In many cases, human eyes never even see your resume. If it is in electronic format, it will probably be scanned by a computer looking for specific key words. If those key words are not found, it is

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automatically discarded. As a result, if you want to get hired in the new economy, you must find a way to stand out from the rest of the crowd..." Copyright 2015 - Tony Thomas - All Rights Reserved. Used by permission.

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Myeasyjobsearch.com

*A Comprehensive Guide to Job
Hunting in the 21st Century,
Complete with Masses of Free
Downloadable Bonuses*

CareerJournal.com Resume

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*Guide for \$100,000 + Executive
Jobs*

Media Career Guide

*Get Hired: The 21st Century Job
Search*

Are you frustrated in your job
search? Are you a recent graduated

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who can't seem to find a job? Have you been laid-off and can't get back to work? Have you sent out hundreds of emails and gotten no response? Then this book is for you. The problem could be that you're not working hard enough at getting the job you want. More likely your hard

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work and efforts are not being rewarded because you're not using the most efficient and effective process. There is a right way and a wrong way to go about searching for a job. The right way makes the job search easy or at least easier. Hard work but easy! The wrong way is just

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frustrating. In this book you'll develop a better understanding about what it takes to land a new job. Darnall Daley brings 50 plus years experience in all aspects of the search for a new job. He has been a sales manager, an engineering manager, and a manufacturing

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manager in companies both large and small. Dale Daley has been a Human Resources Professional for 30 years, working in both the restaurant and the theme park industries. Over these years he has selected and on-boarded tens of thousands of employees for the companies he has

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worked for. Let the insight of this father/son team give you an edge over the competition when competing for your next position. This book features the 500 jobs with the best pay, fastest growth, and most openings and presents almost 70?best jobs? lists.

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A guide for everyone making a job or career change includes encouraging advice on conducting research, writing resumes and letters, networking, interviewing, and negotiating salaries

The job market changed dramatically as the twentieth century gave way to

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the twenty-first. Long-established career-hunting strategies grew obsolete in the face of changing economies, countries, and personal aspirations. Trying to use these outdated methods only causes frustration and extended periods of unemployment. Bill Meyer brings

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about forty years of practical business management and job search experience to Job Search in the 21st Century. He watched as once-reliable job-search strategies gave way to new, more effective methods. In this short, information-packed book, he shares the newest and best ways to

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advance your career and reduce time between jobs. Writing with both the recent graduate and the career veteran in mind, Meyer discusses the vital need for networking in today's job market, how to work with recruiters, and how to write introductory letters that grab a

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hiring manager's attention. He reveals tips for writing résumés capable of making recruiters salivate, and demonstrates how to turn internships into employment opportunities. In this book, you'll find the skills you need to find employment in the twenty-first

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century, and the strategies you need to remain employed while advancing your career. If you're concerned about the future, it's time to bring your job-hunting skills into the present.

Secrets of a Successful Job Search in
the New World Order

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The Job Search Navigator

Work in the New Economy

Job Search Letters For Dummies

Rites of Passage at \$100,000 to \$1
Million+

A Workbook on How to Get a Job in
the 21st Century

Overview: Targeted to

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today's media-savvy students, the Media Career Guide includes the latest information on using social media during a job search, as well as tips for navigating a rapidly changing digital media

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landscape. This essential manual includes an overview of today's employment opportunities and provides a comprehensive directory of media jobs. In addition, helpful guidelines walk readers through the entire

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job-search process, from researching a company to applying for jobs to displaying appropriate behavior in the workplace. This is a comprehensive yet practical guide for job seekers looking for green

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career opportunities. *
Provides original insights
and advice from
professionals in green
career fields * Includes web
addresses for associations,
discussion groups, job
boards, and companies in

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each chapter * Lists
relevant job sites and
online references

Revised to incorporate the
Internet-driven realities of
the job market in the new
century, the career book for
executives provides advice

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on conducting a job search,
working with executive
recruiters, and other
aspects.

Discover the Secrets to
Finding a Career (in the
21st Century!) Want to learn
the shortcuts and strategies

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to (finally) landing that career of your dreams? Want to know the ninja hacks to capturing the attention of recruiters, hiring managers, and company decision-makers? Want to know how to present yourself in the most

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professional and kick-ass
way? You've come to the
right place! In "How to Find
a Job in the 21st Century"
you'll learn: - The 6 Must-
Haves for Job Search
Awesomeness - How to Use
LinkedIn to Land a Frickin'

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Interview - How Facebook Can
Help You "Like" Your Way to
Job Security - How to Get
Noticed in a Super-
Competitive Job Market
...and so much more! Each
chapter includes easy-to-
follow action steps to help

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you boost your job-seeking IQ - without taking some boring career counseling course at your local junior college. So, why not begin your quest toward a kick-ass career...today!)

An Expert's Guide to Getting

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Hired, Surviving Layoffs,
and Building Your Career
The Best Jobs for the 1990s
& Into the 21st Century
The Career Artisan Series:
The 21st Century Resume &
Linkes to Custom Templates
How to Find a Job Fast

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**Job Search Techniques for
the 21st Century
Green Collar Jobs**