

Get Hired Fast Tap The Hidden Job Market In 15 Days

It happened. It may have been a surprise, or it could have been anticipated, but at this point, what does it matter? You lost your job. Or, the frustrations at your current job have hit the boiling point. You just can't take it anymore! In either case, change is inevitable. But, you're over the age of 50 and intellectually or intuitively you know your age could be a factor in your job search. . .and, you are right. There are age-related biases that exist in the job market that will work against you. According to government statistics, job seekers over 50 encounter more difficulty in getting new jobs and suffer notably longer unemployment than their younger counterparts. But these statistics do not have to apply to you! First, immediately stop with the worry and negative thinking. You're in a better position than you think. There are employers out there that not only will hire you, they are looking for you! The key is to find them, sell them on you, and get them to hire you. It's not as hard as you may think. In the *Over 50 and Motivated* book, Brian Howard will teach you a systematic approach for conducting a real-world job search based on years of frontline recruiting experience helping thousands of tenured job seekers just like you. He will teach you how to effectively conduct a job search in today's job market and techniques to successfully combat age biases. He will show you how to get job offers and your next fulfilling career position!

Get the Job You Want, Even When No One's Hiring You CAN find a good job in a bad economy – but NOT with conventional search strategies. New Rules for a New Reality Today's job market is the toughest in recent history, and the challenges are here to stay. Even so, you CAN get the job you want – IF you discard conventional approaches to the search. *Get the Job You Want, Even When No One's Hiring* is the ONLY career book that: Explains the special strategies necessary to land a job during an economic crisis Integrates comprehensive, practical guidance on both job search and career management Provides an extensive online "Job Search Survival Toolkit" to augment the book Addresses the realities of this job market with real-world, actionable steps Positions this downturn in the economy as a positive opportunity to develop a much better career In *Get the Job You Want, Even When No One's Hiring*, career expert Ford R. Myers maps the new world of job search and reveals essential strategies for your success. You'll learn how to seize opportunities that aren't posted yet ... how to make yourself an instant asset to potential employers ... how to clearly stand-out as the best candidate ... and how to leverage social media, blogs, and other Web tools. Best of all, you'll learn how to "recession-proof" your career for the long term. Can YOU Get the Job You Want, Even When No One's Hiring? With this powerful new book – YES, you can!

One of Charles Bukowski's best, this beer-soaked, deliciously degenerate novel follows the wanderings of aspiring writer

Henry Chinaski across World War II-era America. Deferred from military service, Chinaski travels from city to city, moving listlessly from one odd job to another, always needing money but never badly enough to keep a job. His day-to-day existence spirals into an endless litany of pathetic whores, sordid rooms, dreary embraces, and drunken brawls, as he makes his bitter, brilliant way from one drink to the next. Charles Bukowski's posthumous legend continues to grow. *Factotum* is a masterfully vivid evocation of slow-paced, low-life urbanity and alcoholism, and an excellent introduction to the fictional world of Charles Bukowski.

Cut the Crap, Get a Job! A New Job Search Process for a New Era is a revolutionary job search book that takes an insightful approach to help everyone from college graduates to senior executives make their next career moves in the 21st century. You'll learn an effective approach to the latest employment practices and brand new, proprietary techniques for career development. In addition, you will get access to free downloadable tools to manage your personal job search. What is unique and powerful about *Cut the Crap, Get a Job?* It's simple - it breaks the end-to-end job search into bite-sized pieces, including solutions and homework assignments to coach you through every step. It's written from the perspective of a veteran hiring manager with experience in Fortune 500 corporations as well as fast growing start-ups. It provides all the technology-based tools you need to go from starting your search to winning the job. It challenges tired, old practices and teaches innovative techniques that will show you what it takes to stand out as the best candidate being interviewed. If you're ready to get serious and make your next career move, don't wait another moment-read this book today! Dana Manciangli was a corporate executive for more than 30 years and has leveraged her employee hiring and management experience into that of author, blogger, keynote speaker, career coach and career expert. Dana has had a remarkable career in global sales and marketing roles in Fortune 500 corporations (Microsoft, Kodak, IBM and more). She was named a top "Women of Influence" in Seattle, and is on the Worldwide Board of Junior Achievement. She is also a breast cancer survivor and received her MBA at the Thunderbird School of Global Management in Arizona. Visit Dana's website at www.DanaManciangli.com. "Dana Manciangli's book is very important especially during this time of global economic recovery." -Stedman Graham, Author, Speaker, Entrepreneur "If I were looking for work, I'd have a dog eared copy on my desk, highlighted and underlined. Excellent resource!" -Joshua Waldman, author of *Job Searching with Social Media For Dummies* "I highly recommend you invest the time in yourself to read it - because you're worth it." -David Perry, co-author of *Guerrilla Marketing for Job Hunters 3.0*

Unemployed or looking for a new job? Find a New Job Fast! Read this Powerful Guide Book - Get Hired and it's Guaranteed! 30 Pages of Great Tips and Work Tactics that will Get You Hired Fast! Saves Time, Saves Effort, and Saves Money! This book quickly directs you on How to Get a New Job Fast! -Applying for Jobs -Internet Job Searching

-Professional Digital Image -Communications & Organizing -Resumes and Introductions -Phone & Face-to-Face Interviews -How to deal with Recruiters, Human Resources, and Hiring Managers, -How to Network Professionally -How to Follow-up -Create Your Daily Plan to Get Hired! Plus, the author gives you a Money-Back Guarantee! Important Charity: A portion of the proceeds will be donated to the Dallas Children's Medical Center for Critically ill Children! Read this Book! ...and Get Hired for Your New Job!

Find—and land—your first job! Finding a job can seem daunting, especially when it's a brand new experience. There's a lot to know, and often a lot of pressure. Written by the founder of AfterCollege.com, *Getting Your First Job For Dummies* is designed to take the stress out of the job search process and help you get an offer. In this book, you'll discover how to identify your talents and strengths, use your network to your advantage, interview with confidence, and evaluate an offer. Written in plain English and packed with step-by-step instructions, it'll have you writing customized resumes, conducting company research, and utilizing online job search sites, faster than you can say 'I got the job!' Determine what kind of job suits your interests and skills Write a compelling cover letter Know what to expect in an interview Effectively negotiate an offer Whether you're still in school or navigating the world as a recent graduate, *Getting Your First Job For Dummies* arms you with the skills and confidence to make getting your first job an exciting and enjoyable process.

Americans are taught to believe that upward mobility is possible for anyone who is willing to work hard, regardless of their social status, yet it is often those from affluent backgrounds who land the best jobs. *Pedigree* takes readers behind the closed doors of top-tier investment banks, consulting firms, and law firms to reveal the truth about who really gets hired for the nation's highest-paying entry-level jobs, who doesn't, and why. Drawing on scores of in-depth interviews as well as firsthand observation of hiring practices at some of America's most prestigious firms, Lauren Rivera shows how, at every step of the hiring process, the ways that employers define and evaluate merit are strongly skewed to favor job applicants from economically privileged backgrounds. She reveals how decision makers draw from ideas about talent—what it is, what best signals it, and who does (and does not) have it—that are deeply rooted in social class. Displaying the "right stuff" that elite employers are looking for entails considerable amounts of economic, social, and cultural resources on the part of the applicants and their parents. Challenging our most cherished beliefs about college as a great equalizer and the job market as a level playing field, *Pedigree* exposes the class biases built into American notions about the best and the brightest, and shows how social status plays a significant role in determining who reaches the top of the economic ladder.

Draws on more than forty interviews with Steve Jobs, as well as interviews with family members, friends, competitors, and colleagues to offer a look at the co-founder and leading creative force behind the Apple computer company.

One hundred pages of lifesaving advice for people out of work. When over ten million people have needed help with their job-hunt—or with figuring out what to do with their life—there is one person they have turned to, more than any other. He is Richard N. Bolles, author of the #1 job-hunting book of all time, *What Color Is Your Parachute?* His name is well-known around the world. Just during the last twelve months, he has appeared in *Time* (“10 Ideas Changing the World Right Now,” March 2009), *U.S. News & World Report* (deemed “savior of the nation’s unemployed,” October 2008), *NBC’s Today Show* (broadcast in April 2009), and many other publications and shows. His book was the #1 best-seller on *BusinessWeek’s* paperback list as recently as last November. Never has his advice been more sought than during these brutal economic times. He has responded by writing a completely new book: *The Job-Hunter’s Survival Guide*, designed particularly for people who are hanging on the ropes, who haven’t time to do a lot of reading but need help desperately—and now. Early reviews have called this little Guide “brilliant” and “tremendously helpful.”

This book allows me to share with you everything I've learned over the past years working with thousands of job seekers and hiring managers, painstakingly breaking down and analyzing every piece of the hiring process and re-packaging the information so you can get lightning fast results, easier and faster than you ever thought possible. Here is some of what you will learn in this book... The 4-Step Process that walk you through everything you need to do to land the perfect job for you. You'll be living the life you know you deserve before you know what happened. 5 Key Questions to Uncover and Tap Into your Passion and Purpose. You'll know exactly what you want to do with the rest of your life. Top-Secret and insanely effective Yes-Yes Resume formula and get up to a 53% response to any job you apply for. Powerful "Failsafe" Cover Letter Template. You will never again get eliminated from a job because a hiring manager didn't like your cover letter. 5 Step process to conquer your "Interview Everest." Overcome the interview questions that scare you most with confidence, precision and deadly accuracy.

Use the latest technology to target potential employers and secure the first interview--no matter your experience, education, or network--with these revised and updated tools and recommendations. “The most practical, stress-free guide ever written for finding a white-collar job.”—Dan Heath, coauthor of *Switch* and *Made to Stick* Technology has changed not only the way we do business, but also the way we look for work. The 2-Hour Job Search rejects laundry lists of conventional wisdom in favor of a streamlined job search approach that produces results quickly and efficiently. In three steps, creator Steve Dalton shows you how to select, prioritize, and make contact with potential employers so you can land that critical first interview. In this revised second edition, you'll find updated advice on how to efficiently surf online job postings, how to reach out to contacts at your dream workplace and when to follow up, and advice on using LinkedIn, Indeed, and Google to your best advantage. Dalton incorporates ideas from leading thinkers in behavioral

economics, psychology, and game theory, as well as success stories from readers of the first edition. The 2-Hour Job Search method has proven so successful that it has been shared at schools across the globe and is a formal part of the curriculum for all first-year MBAs at Duke University. With this book, you'll learn how to make it work for you too.

Find the Job You Want . . . Today! Are you a work at home mom or dad, retiree, or disabled person hoping to earn a little extra to make ends meet? Are you seeking a legitimate, rewarding online job you can do from home? Do you dream of being in charge of your own schedule, income, advancement . . . destiny? If you said yes to any of these questions, this book is for you! In *Work at Home with a Real Job Online* you can find just the right job, schedule, income, and future with the help of a leading expert in the field of online job success and prosperity, AnnaMaria Bliven. Known as the "Prosperity Princess" by thousands of people she has helped, Bliven has poured her latest and greatest practical, proven-effective insights into this one information-packed (no filler), easy-to-use volume. In these pages you'll find:

- Hundreds of real jobs with quality companies at your fingertips!
- Pro tips and advice on how to find these jobs, get hired, keep the job you find and advance in it!
- Opportunities for people of all ages and stages: teenagers, college students, work at home moms and dads, military veterans, retirees, the disabled, those with background/credit issues, and more.
- Positions to match just about any interest, passion, potential, or skill set: game tester, customer service agent, educator, data entry specialist, nurse, medical coding specialist, transcriptionist, translator, interpreter, artist, writer, computer technologist, and many more.

Get your copy of *Work at Home with a Real Job Online* today . . . start working tomorrow!

More than 70% of today's job opportunities come through the "hidden job market": they're never advertised, assigned to search firms or internal recruiters, or displayed at job fairs. What's more, as employers cut recruiting costs, the proportion of "hidden" job opportunities is actually growing. And, since most jobseekers know practically nothing about it, those who do understand it have a powerful inside advantage. Now, two career experts reveal the hidden job market, and show how to use it to dramatically improve your chances of landing a job that fits your passions and skills perfectly.

Duncan Mathison and best-selling author Martha Finney help you launch a custom, personal job search that avoids competing with thousands of desperate, laid-off job seekers. Learn how to: Use the hidden job market to leap-frog salary levels or even change professions Uncover hidden market opportunities, and your target employers' unspoken needs and wants Tell your story in two minutes, and make people want to know more Get the interviews that count, and run them like a pro Network without sounding phony, lame or desperate Reframe experiences, passions, and hobbies as "transferrable skills" Build a strategic support team of advisors Identify a "dead-ended" job search, and get it restarted Negotiate compensation for "hidden" jobs.

Fully revised and updated—the must-have guide to acing the interview and landing the dream job, from "America's top

career expert" (The Los Angeles Times) 60 Seconds & You're Hired! has already helped thousands of job seekers get their dream jobs by excelling in crucial interviews. America's top job search expert Robin Ryan draws on her 20 years as a career counselor, 30 years of direct hiring, and extensive contact with hundreds of recruiters, decisions makers, and HR professionals to teach you proven strategies to help you take charge of the interview process and get the job you want. Brief, compact, and packed with insightful direction to give you the cutting edge to slip past the competition, 60 Seconds & You're Hired! is here to help you succeed! This newly revised edition features:

- Unique techniques like "The 60 Second Sell" and "The 5-Point Agenda"
- Over 125 answers to tough, tricky interview questions employers often ask
- How to handle structured or behavioral interview questions
- Questions you should always ask, and questions you should never ask
- How to deal effectively with any salary questions to preserve your negotiating power
- 20 interview pitfalls to avoid
- Proven negotiation techniques that secure higher salaries - and much more!

"Robin Ryan has the inside track on how to get hired." —ABC News

Book one in the Motivated Series by Brian E. Howard. If you're conducting a job search for a professional position or considering such a job search, you should read this book. Brian Howard provides a thorough, approachable guide to each of the components of a job search that will help you be the selected candidate. The Motivated Job Search - Second Edition This book provides the informational steps to conduct a job search, but more importantly strategic insight from someone who is actively engaged in front line recruiting. These strategic insights include:

- using the "psychology of persuasion;"
- understanding the mind and motivations of an employer;
- maximizing the use of accomplishments/
- optimizing your LinkedIn profile;
- and six unique tactics that will create differentiation from other job seekers.

Written to help readers get, find, and keep the work they love, JESUS, Career Counselor weaves together practical self-help concepts, intriguing stories, relevant statistics, and Bible scriptures. Divided into four sections centered on the four natural giftings or personalities of people, this book explores twelve dreams that God has for each individual--including rise, risk, roar, renew, regenerate, rejoice, relate, and more. It then instructs readers in how to realize each one of these dreams, no matter their natural inclination. As individual personalities of Fire, Earth, Water, and Wind are explored, the book explains how the Fire of excitement translates to Leadership Skills, how the Earth of grounding translates into Good Habits and Character Development, how the Water of life-giving becomes Relationship Skills, and how the Wind of release becomes the Creativity and Innovation, which are in high demand in every industry in the world today. Readers will learn how to discover their four greatest talents and create their personal Talent Shield, which will help them choose a meaningful career based on their Life's Mission Statement. Each chapter serves as a free-standing career guidepost, and includes Career Exercises, pertinent Word Definitions, Career Choices for individual gifting, Self-Quizzes, and

Reader Study Guides.

"Will take you through SassyZenGirl's proven 7-STEP FORMULA to go from ZERO (followers) to INFLUENCER STATUS in just a few months!"--Publisher marketing

In one of the most significant social trends of the new century, and the biggest transformation of the American workforce since the women's movement, members of the baby boom generation are inventing a new phase of work. Encore tells the stories of encore career pioneers who are not content, or affluent enough, to spend their next thirty years on a golf course. These men and women are moving beyond midlife careers yet refusing to phase out or fade away. As they search for a calling in the second half of life and focus on what matters most, these individuals stand to transform the nature of work in America. They also hold the potential to create a society that balances the joys and responsibilities of contribution across the generations—in other words, one that works better for all of us.

The latest strategies for job hunters revealed in this revised and updated edition This new Third Edition features the latest job-hunting strategies for the Information Age. You'll discover key techniques to reach hiring managers at the employers you want to work for most. New chapters integrate using social media and social networking tools like Facebook, Twitter, LinkedIn, and ZoomInfo in your job search, along with case studies from successful guerrilla job hunters that detail what works in today's hyper-competitive job market with commentary from America's top recruiters. Present your skills in creative new ways that stand out in today's hyper-competitive job market Employ little-known search engine optimization tricks used by top headhunters Integrated web site updated bi-weekly to remain state-of-the-moment Part of the Guerrilla Marketing Series, the bestselling marketing book series The job search process has changed drastically in the past few years. Turn these changes to your advantage and make your search successful with Guerilla Marketing for Job Hunters 3.0.

The world's most trusted guide for leaders in transition Transitions are a critical time for leaders. In fact, most agree that moving into a new role is the biggest challenge a manager will face. While transitions offer a chance to start fresh and make needed changes in an organization, they also place leaders in a position of acute vulnerability. Missteps made during the crucial first three months in a new role can jeopardize or even derail your success. In this updated and expanded version of the international bestseller *The First 90 Days*, Michael D. Watkins offers proven strategies for conquering the challenges of transitions—no matter where you are in your career. Watkins, a noted expert on leadership transitions and adviser to senior leaders in all types of organizations, also addresses today's increasingly demanding professional landscape, where managers face not only more frequent transitions but also steeper expectations once they step into their new jobs. By walking you through every aspect of the transition scenario, Watkins identifies the most common pitfalls new leaders encounter and provides the tools and strategies you need to avoid them. You'll learn how to secure critical early wins, an important first step in establishing yourself in your new role. Each chapter also includes checklists, practical tools, and self-assessments to help you assimilate key lessons and apply them to your own situation. Whether you're starting a new job, being promoted from within, embarking on an overseas assignment, or

being tapped as CEO, how you manage your transition will determine whether you succeed or fail. Use this book as your trusted guide.

NEW Best Practices and Techniques for Growing Your Business with Facebook, Twitter, and LinkedIn! Completely Updated! Five new chapters: planning/metrics, customer service, and much more New and revamped case studies New guest contributions from world-class experts, such as Charlene Li New, instantly actionable “To Do” lists after every chapter New Facebook discussion threads and much more! Whatever your business or organizational goals, this book will help you use social networking to achieve them. Renowned social networking innovator Clara Shih brings together powerful new insights, best practices, and easy-to-use “To Do” lists packed with proven solutions from real-world case studies. Writing for entrepreneurs and business professionals across marketing, sales, service, product development, and recruiting, Shih demonstrates how to move from tactical, reactive use of social networks toward strategic, proactive approaches—and how to accurately measure success. This edition adds extensive new coverage, including hands-on techniques for hypertargeting, engaging customers through Twitter and LinkedIn, leveraging changing social norms, and much more. You’ll also find more than three dozen guest contributions from world-class experts such as author Don Tapscott and Harvard Business School professor Mikolaj Piskorski, as well as a brand-new chapter on customer service and support, today’s fastest-growing area of business social networking. Shih has even added new chapters focused on advice for small businesses, healthcare and education organizations, nonprofits, and political campaigns—making this the one indispensable social networking guide for every organization!

The classic guide to working from home and why we should embrace a virtual office, from the bestselling authors of Rework “A paradigm-smashing, compulsively readable case for a radically remote workplace.”—Susan Cain, New York Times bestselling author of Quiet Does working from home—or anywhere else but the office—make sense? In Remote, Jason Fried and David Heinemeier Hansson, the founders of Basecamp, bring new insight to the hotly debated argument. While providing a complete overview of remote work’s challenges, Jason and David persuasively argue that, often, the advantages of working “off-site” far outweigh the drawbacks. In the past decade, the “under one roof” model of conducting work has been steadily declining, owing to technology that is rapidly creating virtual workspaces. Today the new paradigm is “move work to the workers, rather than workers to the workplace.” Companies see advantages in the way remote work increases their talent pool, reduces turnover, lessens their real estate footprint, and improves their ability to conduct business across multiple time zones. But what about the workers? Jason and David point out that remote work means working at the best job (not just one that is nearby) and achieving a harmonious work-life balance while increasing productivity. And those are just some of the perks to be gained from leaving the office behind.

Remote reveals a multitude of other benefits, along with in-the-trenches tips for easing your way out of the office door where you control how your workday will unfold. Whether you’re a manager fretting over how to manage workers who “want out” or a worker who wants to achieve a lifestyle upgrade while still being a top performer professionally, this book is your indispensable guide.

WANT A NON-CODING JOB AT A TECH COMPANY? Interested in product management, marketing, strategy, or business

development? The tech industry is the place to be: nontechnical employees at tech companies outnumber their engineering counterparts almost 3 to 1 (Forbes, 2017). You might be worried that your lack of coding skills or tech industry knowledge will hold you back. But here's the secret: you don't need to learn how to code to break into the tech industry. Written by three former Microsoft PMs, *Swipe to Unlock* gives you a breakdown of the concepts you need to know to crush your interviews, like software development, big data, and internet security. We'll explain how Google's ad targeting algorithm works, but Google probably won't ask you how to explain it in a non-technical interview. But they might ask you how you could increase ad revenue from a particular market segment. And if you know how Google's ad platform works, you'll be in a far stronger position to come up with good growth strategies. We'll show you how Robinhood, an app that lets you trade stocks without commission, makes money by earning interest on the unspent money that users keep in their accounts. No one will ask you to explain this. But if someone asks you to come up with a new monetization strategy for Venmo (which lets you send and receive money without fees), you could pull out the Robinhood anecdote to propose that Venmo earn interest off the money sitting in users' accounts. We'll talk about some business cases like why Microsoft acquired LinkedIn. Microsoft interviewers probably won't ask you about the motive of the purchase, but they might ask you for ideas to improve Microsoft Outlook. From our case study, you'll learn how the Microsoft and LinkedIn ecosystems could work together, which can help you craft creative, impactful answers. You could propose that Outlook use LinkedIn's social graph to give salespeople insights about clients before meeting them. Or you could suggest linking Outlook's organizational tree to LinkedIn to let HR managers analyze their company's hierarchy and figure out what kind of talent they need to add. (We'll further explore both ideas in the book.) Either way, you're sure to impress. Learn the must know concepts of tech from authors who have received job offers for Facebook's Rotational Product Manager, Google's Associate Product Marketing Manager, and Microsoft's Program Manager to get a competitive edge at your interviews!

This fast-paced action novel is set in a future where the world has been almost destroyed. Like the award-winning novel *Freak the Mighty*, this is Philbrick at his very best. It's the story of an epileptic teenager nicknamed Spaz, who begins the heroic fight to bring human intelligence back to the planet. In a world where most people are plugged into brain-drain entertainment systems, Spaz is the rare human being who can see life as it really is. When he meets an old man called Ryter, he begins to learn about Earth and its past. With Ryter as his companion, Spaz sets off an unlikely quest to save his dying sister -- and in the process, perhaps the world.

The author of *The 2-Hour Job Search* shows you how to land your dream job, from writing the perfect resume and cover letter to nailing any interview and negotiating your offer. Steve Dalton's *2-Hour Job Search* simplified the process of finding work by utilizing technology, and now *The Job Closer* helps you seal the deal by applying his time-saving techniques to the surrounding steps. As a career consultant, Dalton has found that job seekers routinely overinvest in trivial aspects of the employment hunt while underestimating the important ones. In this guide, you'll learn how to avoid wasted effort and excel in all areas by using tools such as:

- The FIT Model, which helps job seekers nail the answer to "Tell me about yourself" using principles from the world of screenwriting
- The RAC Model, perfect for writing efficient cover letters

and answering “Why this company or job?” in an interview • The CAR Matrix, designed to help you craft compelling interview stories and deploy them in the most powerful way • The Prenegotiation Call, which takes the awkwardness out of asking for more and turns your negotiator from an adversary into a partner • And many more . . . The Job Closer will leave you with more time for networking, making meaningful connections, and showcasing your unique talents, so your odds of success in landing the perfect job improve exponentially Are you Smart Enough to Work at Google? guides readers through the surprising solutions to dozens of the most challenging interview questions. Learn the importance of creative thinking, how to get a leg up on the competition, what your Facebook page says about you, and much more. You are shrunk to the height of a nickel and thrown in a blender. The blades start moving in 60 seconds. What do you do? If you want to work at Google, or any of America's best companies, you need to have an answer to this and other puzzling questions. Are you Smart Enough to Work at Google? is a must read for anyone who wants to succeed in today's job market.

Amoral, cunning, ruthless, and instructive, this multi-million-copy New York Times bestseller is the definitive manual for anyone interested in gaining, observing, or defending against ultimate control – from the author of The Laws of Human Nature. In the book that People magazine proclaimed “beguiling” and “fascinating,” Robert Greene and Joost Elffers have distilled three thousand years of the history of power into 48 essential laws by drawing from the philosophies of Machiavelli, Sun Tzu, and Carl Von Clausewitz and also from the lives of figures ranging from Henry Kissinger to P.T. Barnum. Some laws teach the need for prudence (“Law 1: Never Outshine the Master”), others teach the value of confidence (“Law 28: Enter Action with Boldness”), and many recommend absolute self-preservation (“Law 15: Crush Your Enemy Totally”). Every law, though, has one thing in common: an interest in total domination. In a bold and arresting two-color package, The 48 Laws of Power is ideal whether your aim is conquest, self-defense, or simply to understand the rules of the game.

Get Hired Fast! Tap The Hidden Job Market In 15 Days Simon and Schuster

Vault brings its famed journalistic, insider approach to top business services employers. The Guide provides business profiles, hiring and workplace culture information on top employers, including Aramark, Avery Dennison, Convergys, FedEx Kinko's, Freeman Companies, Interpublic Group of Companies, Kelly Services, Manpower, R.R. Donnelley & Sons, Reed Elsevier, Sodexo, Spherion, VNU and more. "INTERVIEW RX: A powerful guide for making your next interview a success" provides straightforward and easy to understand concepts of the interview process. The book will help you define and talk about your top job competencies. You will pick up numerous strategies for sharing effective career stories, be equipped to ask thoughtful questions and learn how to overcome common hiring objections. The concepts are easy to personalize and customize to your individual job search. INTERVIEW RX will prepare you for an engaging conversation, possibly the most important one in your career.

More than 30 million Americans quit their jobs in 2015. Many of them left because their jobs had become too toxic to tolerate. How does this happen? How can it be stopped? FUCKERY teaches career-driven employees how to break the bad habits that destroy people and undermine performance. By mapping negative habits, you'll reclaim lost productivity, repair disabled communication, and root out what threatens success. Transform "I can't wait to leave" into "I'm excited to be a part of this team."

The Job Search Technique Most Recommended by Top Career Counselors You lost your job six months ago. You've emailed 90 resumes. You've scoured the job boards and the help wanted ads. You've called recruiters, old bosses, former coworkers...but nothing. You're scared. You're beginning to think there are no jobs out there. But there ARE jobs. And you can get one of them--if you're willing to try the job search technique that most people are too timid to try. If you're one of 9 million Americans looking for a job, you don't want to go 12 to 24 months

without a job offer (as many do). The trick is to tap into the hidden job market--where 90 percent of the jobs really are! Get Hired FAST! shows you how to use a direct-calling strategy that will generate at least three interviews in three weeks. It gives you a 15-day Action Plan, complete with charts, scripts, and other tools that will enable you to use the direct-calling technique like a professional. This no-holds-barred book also includes insider advice on how to ace the interview once your calling strategy pays off, negotiate the best offer, and keep the job once you get it. Get Hired FAST! shows you where and how to identify key contacts in target companies, how to uncover crucial data about target companies, how to script calls to hiring managers in advance--and handle any scenario, from voicemail to conversations with contacts' staffers.

This book is every veteran's guide to a successful transition from military service into new, exciting opportunities in the private sector.

A new personalized way to find the perfect job—while staying calm during the process. You are so much more than a resume or job application, but how can you communicate that to your potential employer? You need to learn to ask the right questions, stop using job sites, and start doing the work that actually counts. Based on information gained from over 400,000 individuals who have used these exercises, this book reveals career expert Dev Aujla's tried-and-tested method for job seekers at every stage of their career. Filled with anecdotes and advice from professionals ranging from a wilderness guide to an architect, it includes quick-step exercises that help you avoid the common pitfalls of navigating a modern career. Whether you've just decided to start the hunt or you're gearing up for a big interview, *50 Ways to Get a Job* will keep you poised, on-track, and motivated right up to landing your dream career.

"Communications professor Quentin Schultze shares the secrets to crafting strong, impressive resumes and cover letters for students and recent grads with minimal job experience"--Provided by publisher.

The third and final book in the REED career trilogy (after *Why You?* and *The 7Second CV*), *Life's Work* is a practical, inspirational guide full of advice to help you create a fulfilling career wherever you are in life, from the UK's best-known authority on jobs and careers. 'Life's Work is a candid, practical and empowering book for those looking to find meaningful work at all stages of life . . . offers unique and unexpected insights into how to build and sustain a rewarding career' - FE News 'Helps young and not-so-young hopefuls get ahead' - Sunday Times By the time you retire you'll have spent a third of your life working. That's far too long to be stuck in a job you hate or even just tolerate. But where to start? *Life's Work* will show you 12 proven ways to fast track your career, so when you leap out of bed every Monday morning you'll be ready to take on the world. The book is written by James Reed, Chairman of REED, Britain's best-known recruitment brand. Over the past 25 years he has helped millions of people find jobs. This has given him a deep insight into what makes some people successful in building a rewarding career, while others are stuck in the confusion and frustration of not landing the job they want. Through these multiple observations and conversations, James has learned

that there are 12 key ways to build and sustain the career you want. You will learn how to: · Be (sustainably) selfish · Kick start some good habits and kick out some bad ones · Think in days and decades · Be powerful, be prepared · Find a boss you can learn from Today's job landscape allows you more freedom to carve your own path than ever before. Along with this, however, comes the responsibility of shaping your mind and actions to make your career work for you. This book shows you how. 'Full of ways to fast-track your career' - The Sun 'Persuades you to think more deeply' - Bookbag

The Motivated Networker is a practical, non-nonsense guide for networking during a job search. When 60-80% of all jobs are filled through some form of networking, mastering the skill of networking is imperative to success in landing a new job in the shortest time possible! Brian Howard provides a proven and systematic approach for helping thousands of job seekers find hidden job market openings leading to job offers. This book gives you a distinctive competitive edge by teaching networking techniques that will create job leads, interviews, and a fulfilling career position! The Motivated Networker is part of The Motivated Series, which is based off of The Motivated Job Search, the most comprehensive job search guide currently on the market. The Motivated Networker provides networking techniques and insight not otherwise written about, while thoroughly covering typical networking topics. It is a comprehensive approach for today's job seeker who needs quick and direct guidance for effective networking during a job search.

Peter Cappelli confronts the myth of the skills gap and provides an actionable path forward to put people back to work. Even in a time of perilously high unemployment, companies contend that they cannot find the employees they need. Pointing to a skills gap, employers argue applicants are simply not qualified; schools aren't preparing students for jobs; the government isn't letting in enough high-skill immigrants; and even when the match is right, prospective employees won't accept jobs at the wages offered. In this powerful and fast-reading book, Peter Cappelli, Wharton management professor and director of Wharton's Center for Human Resources, debunks the arguments and exposes the real reasons good people can't get hired. Drawing on jobs data, anecdotes from all sides of the employer-employee divide, and interviews with jobs professionals, he explores the paradoxical forces bearing down on the American workplace and lays out solutions that can help us break through what has become a crippling employer-employee stand-off. Among the questions he confronts: Is there really a skills gap? To what extent is the hiring process being held hostage by automated software that can crunch thousands of applications an hour? What kind of training could best bridge the gap between employer expectations and applicant realities, and who should foot the bill for it? Are schools really at fault? Named one of HR Magazine's Top 20 Most Influential Thinkers of 2011, Cappelli not only changes the way we think about hiring but points the way forward to rev America's job engine again.

A job-search manual that gives career seekers a systematic, tech-savvy formula to efficiently and effectively target

potential employers and secure the essential first interview. The 2-Hour Job Search shows job-seekers how to work smarter (and faster) to secure first interviews. Through a prescriptive approach, Dalton explains how to wade through the Internet's sea of information and create a job-search system that relies on mainstream technology such as Excel, Google, LinkedIn, and alumni databases to create a list of target employers, contact them, and then secure an interview—with only two hours of effort. Avoiding vague tips like “leverage your contacts,” Dalton tells job-hunters exactly what to do and how to do it. This empowering book focuses on the critical middle phase of the job search and helps readers bring organization to what is all too often an ineffectual and frustrating process.

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