

Shaping Your Career Pocket Mentor

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the perfect action guide for navigating today's challenging job market designed for anyone seeking employment from those experiencing job loss hopeful new graduates and individuals re-entering the workforce to anyone looking for a second job or starting a business this user friendly guide filled with essential employment information organized around an effective 10 step job search process it helps readers quickly examine their attitudes assess their motivated abilities and skills state and objective complete job applications write resumes and letters network for information advice and referrals use the internet effectively attend job fairs conduct effective job interviews close and follow up negotiate salary and benefits accept job offers special sections focus on how to document education and work history handle red flag issues develop contacts organize references find a federal government job survive and thrive on the job start a business jam packed with engaging self tests checklists and tips this handy re-employment guide is the perfect 24/7 tool kit for navigating and surviving the new covid 19 economy a popular giveaway to help anyone in need of practical job hunting advice

in a time when 60 to 80 percent of employees are not satisfied with their jobs many people are wondering if there is such a thing as job security and whether they can actually enjoy their work according to lee ellis and larry burkett you can it s just a matter of assessing who you are knowing your strengths and interests and discovering the kind of work that will utilize those talents in this new edition of finding the career that fits you you will discover the person god made you to be through insightful looks at your personality skills life values and vocational interests all statistics and resources have been updated and the latest information on using the internet in your job search has been added ellis and burkett will walk you through the job search process and give you the confidence you need to start or change your career and your life

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