

《求职与跳槽指南Job Hunting 》

图书基本信息

书名：《求职与跳槽指南Job Hunting and Career Change All-In-One For Dummies》

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内容概要

在线阅读本书

Includes expert advice on changing direction in your career

Get out of the rut and into your dream job

This hands-on guide takes you through every aspect of finding and securing the job you want. From searching for vacancies through to preparing for the interview and making a strong impression, this book has it covered. Key personal development techniques, such as Neuro-linguistic Programming, are featured alongside specific job-hunting advice, helping you to develop a winning mindset and foster skills to take with you into your new career.

Discover how to:

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Find the job that's right for you

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Write a knockout CV and cover letter

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Prepare for the interview

*

Give a great presentation

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Build your confidence and develop a successful outlook

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