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## Job Hunting

*Chris Gillmore*

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2014-03-27Original language:EnglishPDF # 1 8.50 x .19 x 5.511, .25 #File Name: 178132162090 pages |  
File size: 70.Mb

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Do you want to understand the principles of job hunting? Do you need to promote yourself to employers and business? Are you looking to ways to improve your job search? Do you need ideas on source of information to finding work? If

the answer to these questions is 'yes' then the Job Hunting handbook is for you! Job Hunting is intended to help you review and expand your job seeking ideas. Recruitment specialist Chris Gillmore identifies ways in which you can: Improve the way you market yourself to employers and business. Outline your skills and achievements to suit employers' requirements. Create the right impression and information in your CV as well as on application forms, in letters, over the telephone and at interview. Devise and maintain records of your job search so that you can easily review your progress maximise opportunities and step on the road to Job Hunting success...!