

Job Interviews in a Week: Teach Yourself

Alison Straw

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Alison Straw : Job Interviews in a Week: Teach Yourself before purchasing it in order to gage whether or not it would be worth my time, and all praised Job Interviews in a Week: Teach Yourself:

0 of 0 people found the following review helpful. Even though most of the tips are very useful, I would have liked more referencesBy KeilaI would definitely recommend this book because even though it doesnt show many references you can connect to it by applying it to your own previous experience on interviews. It simplifies all of the steps you need to take before going through the interviewing process and it talks about all the tools needed. It helps you organize

all the information you need within a week before the interview. Topics such as the questions you are usually faced with in an interview, making yourself feel confident, responding to questions skillfully, and doing your research are all addressed in this 121 pg. book. Tips about getting to know yourself better and practicing the lines you are going to say before the interview are just two points this book encloses. Another point made was also how to present yourself in front of the person conducting the interview. Sometimes the interview is done by one person, or a group of people, so knowing how to act in each type of interview is very important and it determines whether or not you will be selected for the position you are applying. The author makes the reading so easy that you will not want to stop reading the next chapter! The chapters are extremely short and understandable you will find yourself eager to attend the next interview with the information learned from this book. The questions you are asked during an interview can sometimes be extremely challenging, but if you have the knowledge and the skill to answer the exactly the way the organization expects, you can be guaranteed a positive outcome. A good tip this book also gives is to remember that even though YOU are the one applying for the position, YOU also have control over accepting the position or not. When you are selected for an interview the person conducting the interview has already liked your application, the only thing left to do, is to convince the audience that you are the appropriate candidate (most qualified). This book will help you discover and overcome the obstacles you may face during an interview. The only reason I gave it a 4 is because the author didnt include many references. However, all of the information presented is well developed and it is written in an understandable manner. I, myself, have had about 4 interviews in total, that might not be a vast of experience, but I can relate to all of the subjects covered. After reading this book I can say I feel more secure about myself and I feel I have gained the confidence needed for future interviews. I loved this book so much I read it in less than a week!

Job Interviews In A Week is a simple and straightforward guide to success, giving you everything you need to know in just seven short chapters. From understanding the process, doing your research and making yourself memorable, to feeling confident, handling tough questions and knowing what to ask, you'll soon be on track for success. This book introduces you to the techniques of interview success, giving you a thorough knowledge what you need to do to put in a great interview performance. Whether you choose to read it in a week or in a single sitting, Job Interviews In A Week is your fastest route to success:- Sunday: Understand the interview process so you know what to expect.- Monday: Do your research on the interview, the role and the organization so you can demonstrate your knowledge of their requirements.- Tuesday: Discover what differentiates you to make yourself the memorable candidate.- Wednesday: Prepare yourself for success to feel confident in the interview.- Thursday: Respond skilfully and be prepared for interviewers' questions and exercises.- Friday: Decide what questions you want to ask, to demonstrate being proactive.- Saturday: Put it all together and know that you have done all you can towards your success.ABOUT THE SERIESIn A Week books are for managers, leaders, and business executives who want to succeed at work. From negotiating and content marketing to finance and social media, the In A Week series covers the business topics that really matter and that will help you make a difference today. Written in straightforward English, each book is structured as a seven-day course so that with just a little work each day, you will quickly master the subject. In a fast-changing world, this series enables readers not just to get up to speed, but to get ahead.

About the AuthorMo Shapiro, partner of INFORM TC is a Master Practitioner in NLP and Coaching. She has an outstanding record as a communications and presentation skills coach trainer and an international public speaker. Mo contributes regularly to all broadcast media, has authored Successful Interviewing and Neuro-linguistic Programming and co-authored Tackling Tough Interview Questions.Alison Straw is an independent Consultant and Executive Coach. Her career has been devoted to helping individuals, groups and organisations develop. She is passionate about engaging and inspiring people and has worked with many senior executives supporting them in developing themselves, their careers and their organisations. She has co-authored Tackling Tough Interview Questions and Networking.