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M M Dowden

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M M Dowden : Job Search: 59 CV/Resume And Covering Letter Mistakes To Avoid (Volume 1) before purchasing it in order to gage whether or not it would be worth my time, and all praised Job Search: 59 CV/Resume And Covering Letter Mistakes To Avoid (Volume 1):

This book is for those who wish to break through the wall of rejections and make each application count! Not only will you discover which mistakes recruiters hate to see in CVs/Rsum, Application Forms and especially Covering Letters, but in this handy set of 'dos and don'ts', you will also find: Where to look for, and find, genuine job opportunities; Hot tips and tactics for CVs/Resumes Covering Letters; Which recruitment agencies to use, which to avoid and why; Shocking revelations about online applications to warn the unwary; Easy and clear section summaries for your easy recall; A reference tool to serve you throughout your career; Insider revelations to enable you to pip others to the post!

About the AuthorAbout the Author M M Dowden, author, interview coach, former recruitment consultancy owner and senior executive search consultant has helped countless number of young and mature executives improve their skills in job applications, interview techniques and career development. She has held seminars and one-to-one workshops for decision makers on effective interview techniques, staff motivation/appraisal interviews and staff retention. These have resulted in client companies selecting the right personnel and retaining existing key personnel instead of losing them to competitors. She has also featured on BBC Radio and Television News on topics related to the effects of the recession on recruitment companies and on ageism in employment, respectively. M M Dowden now devotes her time to writing on related topics to enable vital information, based on her knowledge and experience of the recruitment industry and how most employers think, to be available to the wider job-hunting public.