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Cover Letter Magic

Trade Secrets of Professional Resumé Writers

Jist Works *Professional resume and cover letter writers reveal their inside secrets for creating phenomenal cover letters that get attention and land interviews. Features more than 150 sample cover letters written for all types of job seekers, including the Before-and-After transformations that can make boring letters fabulous.*

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ACE the IT Resume

Resumes and Cover Letters to Get You Hired

McGraw Hill Professional *Create a first-rate resume that will get you hired in IT Stand out in a crowd of IT job applicants by creating and submitting a winning resume and cover letter with help from this practical guide. Fully revised and updated for the latest trends, technologies, and in-demand jobs, Ace the IT Resume, Second Edition reveals how to best showcase your IT skills and experience. You'll get tips for adapting your resume for different formats, using the right keywords, and getting your resume in the hands of the hiring manager. With an encyclopedia of sample resumes, job descriptions, and resume strategies, this is your must-have guide to landing a great IT job. Present your skills, experience, and education in the most effective format Optimize your online resume Customize your resume based on the job you're seeking Write compelling and relevant cover letters Avoid common pitfalls and*

analyze your resume for errors Discover ways to quickly get hands-on experience Network with IT professionals to make connections

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National JobBank 2010

Simon and Schuster *Alphabetically arranged by state, this indispensable annual directory to over 21,000 employers offers a variety of pertinent contact, business, and occupational data. - American Library Association, Business Reference and Services Section (BRASS) Completely updated to include the latest industries and employers, this guide includes complete profiles of more than 20,000 employers nationwide featuring: Full company name, address, phone numbers, and website/e-mail addresses Contacts for professional hiring A description of the company's products or services Profiles may also include: Listings of professional positions advertised Other locations Number of employees Internships offered*

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Certified Professional Support Engineer/Os-e (Acp-s/os-e)

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Real-resumes for Engineering Jobs

--including Real Resumes Used to Change Careers and Resumes Used to Gain Federal Employment

PREP Publishing Civil engineers, mechanical engineers, structural engineers, marine engineers, chemical engineers, systems engineers, and engineering support personnel have a lot in common when they want to create a resume, and this book shows resumes and cover letters of individuals who want to work in the field. For those who seek federal employment, there's a special section showing how to create federal resumes and government applications. Since many technical types aren't writers, this comes as

a special gift: select a winning format, plug in your background specs, and away you go. It's that easy--with REAL RESUMES in hand. - The Midwest Book Review1-885288-42-5

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Tebbo *Good solid advice and great strategies in preparing for and passing the Acme Packet Certified Professional Support Engineer/2600 (ACP-S/2600) exam, getting interviews and landing the Acme Packet Certified Professional Support Engineer/2600 (ACP-S/2600) job. If you have prepared for the Acme Packet Certified Professional Support Engineer/2600 (ACP-S/2600) exam - now is the moment to get this book and prepare for passing the exam and how to find and land a Acme Packet Certified Professional Support Engineer/2600 (ACP-S/2600) job, There is absolutely nothing that isn't thoroughly covered in the book. It is straightforward, and does an excellent job of explaining some complex topics. There is no reason to invest in any other materials to find and land a Acme Packet Certified Professional Support Engineer/2600 (ACP-S/2600) certified job. The plan is pretty simple, buy this book, read it, do the practice questions, get the job. This book figures out ways to boil down critical exam and job landing concepts into real world applications and scenarios. Which makes this book user-friendly, interactive, and valuable as a resource long after students pass the exam. People who teach Acme Packet Certified Professional Support Engineer/2600 (ACP-S/2600) classes for a living or for their companies understand the true value of this book. You certainly will too. To Prepare for the exam this book tells you: - What you need to know about the Acme Packet Certified Professional Support Engineer/2600 (ACP-S/2600) Certification and exam - Preparation Tips for passing the Acme Packet Certified Professional Support Engineer/2600 (ACP-S/2600) Certification Exam - Taking tests The book contains several suggestions on how preparing yourself for an interview. This is an aspect that many people underestimate, whilst having a well-written CV, a personal blog, and possibly a number of past projects is definitively important - there is much more to prepare for. It covers non-technical aspects (how to find a job, resume, behavioral etc.). A 'Must-study' before taking a Tech Interview. To Land the Job, it gives you the hands-on and how-to's insight on - Typical Acme Packet Certified Professional Support Engineer/2600 (ACP-S/2600) Careers - Finding Opportunities - the best places to find them - Writing Unbeatable Resumes and Cover Letters - Acing the Interview - What to Expect From Recruiters - How employers hunt for Job-hunters.... and More This book offers excellent, insightful advice for everyone from entry-level to senior professionals. None of the other such career guides compare with this one. It stands out because it: - Explains how the people doing the hiring think, so that you can win them over on paper and then in your interview - Is*

filled with useful work-sheets - Explains every step of the job-hunting process - from little-known ways for finding openings to getting ahead on the job This book covers everything. Whether you are trying to get your first Acme Packet Certified Professional Support Engineer/2600 (ACP-S/2600) Job or move up in the system, you will be glad you got this book. For any IT Professional who aspires to land a Acme Packet Certified Professional Support Engineer/2600 (ACP-S/2600) certified job at top tech companies, the key skills that are an absolute must have are having a firm grasp on Acme Packet Certified Professional Support Engineer/2600 (ACP-S/2600) This book is not only a compendium of most important topics for your Acme Packet Certified Professional Support Engineer/2600 (ACP-S/2600) exam and how to pass it, it also gives you an interviewer's perspective and it covers aspects like soft skills that most IT Professionals ignore or are unaware of, and this book certainly helps patch them. When should you get this book? Whether you are searching for a job or not, the answer is now.

Acme Packet Certified Professional Support Engineer/OS-E Secrets to Acing the Exam and Successful Finding and Landing Your Next Acme Pack

Tebbo *Good solid advice and great strategies in preparing for and passing the Acme Packet Certified Professional Support Engineer/OS-E (ACP-S/OS-E) exam, getting interviews and landing the Acme Packet Certified Professional Support Engineer/OS-E (ACP-S/OS-E) job. If you have prepared for the Acme Packet Certified Professional Support Engineer/OS-E (ACP-S/OS-E) exam - now is the moment to get this book and prepare for passing the exam and how to find and land a Acme Packet Certified Professional Support Engineer/OS-E (ACP-S/OS-E) job, There is absolutely nothing that isn't thoroughly covered in the book. It is straightforward, and does an excellent job of explaining some complex topics. There is no reason to invest in any other materials to find and land a Acme Packet Certified Professional Support Engineer/OS-E (ACP-S/OS-E) certified job. The plan is pretty simple, buy this book, read it, do the practice questions, get the job. This book figures out ways to boil down critical exam and job landing concepts into real world applications and scenarios. Which makes this book user-friendly, interactive, and valuable as a resource long after students pass the exam. People who teach Acme Packet Certified Professional Support Engineer/OS-E (ACP-S/OS-E) classes for a living or for their companies understand the true value of this book. You certainly will too. To Prepare for the exam this book tells you: - What you need to know about the Acme Packet Certified Professional Support Engineer/OS-E (ACP-S/OS-E) Certification and exam - Preparation Tips*

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