

《LANDING THE JOB YOU WANT(ISBN=9780609804087)》

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内容简介

You've looked at dozens of books that promise to help you get a job. This book is different. This book is written by an executive whose business is teaching managers how to interview job candidates. He knows what they're looking for--and how you can successfully prepare for landing that job you really want.

Through interactive and easy-to-follow exercises, *Landing the Job You Want* equips you to make your next job interview one of the most positive experiences of your life. Whether you're a recent college grad searching for a first job, a corporate veteran looking for that big promotion, an at-home mom starting a new career, or an experienced worker looking to move in a totally new direction, you will walk into interviews prepared and confident because you know how to:

Identify the skills most important for a job
decide whether a job is right for you
present your skills with maximum impact
respond to difficult questions
perform well in simulations and tests
handle an ill-prepared interviewer
close an interview on a positive note
critique your own interview performance

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作者简介

William C. Byham (born September 14, 1936) is an American entrepreneur, author and organizational psychologist

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