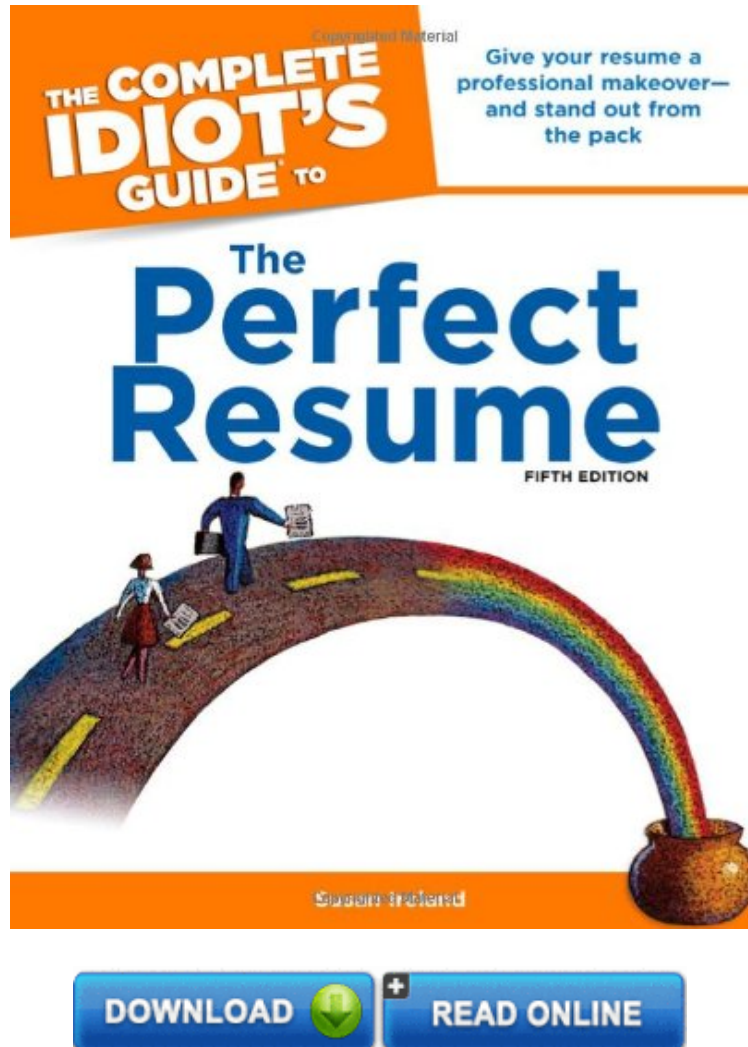


(Free and download) The Complete Idiot's Guide to the Perfect Resume, 5th Edition (Idiot's Guides)

The Complete Idiot's Guide to the Perfect Resume, 5th Edition (Idiot's Guides)

Susan Ireland

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#999000 in Books Susan Ireland 2010-01-05 2010-01-05 Original language: English PDF # 1 10.76 x .64 x 8.531, 1.35 #File Name: 1592579574304 pages The Complete Idiot's Guide to the Perfect Resume | File size: 30.Mb

Susan Ireland : The Complete Idiot's Guide to the Perfect Resume, 5th Edition (Idiot's Guides) before purchasing it in order to gauge whether or not it would be worth my time, and all praised The Complete Idiot's Guide to the Perfect Resume, 5th Edition (Idiot's Guides):

3 of 3 people found the following review helpful. Contains a lot of good material By Greeny The Complete Idiot's Guide to the Perfect Resume (I don't like the word idiot in there but...) is filled with good information and advice about turning experience and qualifications into a powerful resume. The basics of what to do and what not to do are confirmed, and they are pretty much the same in all resume books with a few exceptions. The organization of the book was ok but like all resume books could have provided a lot more examples of both good and bad. The best way to learn about writing resumes, I've found, is to be on the employer side and have to actually read people's resumes and make

decisions based on them. That's when all this advice makes sense. You'll understand the importance of respecting the resume reader if you have to do that, and you'll incorporate those lessons into resume writing. The cover letter section was not good. The examples and ideas were a bit off the top in that they were too attention-getting. Maybe if you're applying for a job in advertising or sales you have to show that you're willing to push the envelope. Otherwise, you should start from the assumption that nobody really wants to read your cover letter unless they have to and to give them a sense of who you really are and not try to generate excitement. 14 of 15 people found the following review helpful. The Complete Idiots Guide To The Perfect Resume, 5th Ed By floridaengineer2010 I liked this book. This is a no non-sense approach to creating several types of resume's. The instruction is very clear and understandable with many examples of many different career types (engineers, bankers, insurance, teaching, etc.) I used the approaches (which I thought were silly at first) and was amazed at the almost immediate response with calls for interviews. (I am also now employed) This book answered the many questions I had concerning what should and should not be included in the resume (kind of like the author has been asked these questions before). I totally recommend this book for the job seeker. 8 of 9 people found the following review helpful. Do it this way or just blend into the crowd. By Clarke Waldron I have been using this book as a guide for years. The author's approach to this horribly tedious and annoying task actually gives you hope that you will accomplish something useful. The main idea is to not make your resume look like every other resume in the universe. Every other tutorial about writing up your resume recommends the same crappy methods and you end up with a repulsive list of the some old thing that crosses the desk of every hiring authority; and you don't want that. Considering how little this book can cost you, you'll be highly rewarded for giving it a try. Since I found it many years ago, I haven't bothered to look elsewhere.

Resum: revamped for the times, technology, and the recession... The recession has made finding a job harder than ever. Everything now takes place online, and a resum's preparation is different than even a few years ago. This new edition has changed with the times, focusing on what's most important in an electronic resum. Full of successful resum samples and cover letters, the book also focuses on the key words and phrases that will bring readers' resums to the top of the HR pile. More than 100 samples of real-life resums and cover letters, many of them new Founded in real-life experience without the rigid resume-writing rules of other guides Ideal for all job seekers, from new grads to the laid off worker, new mothers to senior citizens

About the Author Susan Ireland is the owner of a consulting firm that helps job seekers keep up with the job market. She is the author of The Complete Idiots Guide to the Perfect Resume, Second Edition, and The Complete Idiots Guide to the Perfect Cover Letter. Susan has been interviewed on radio and TV and in many magazines. She was featured in Career Advantage, a 26-part telecourse produced by KSCM-TV, distributed by PBS, and used by colleges nationwide for classroom instruction.