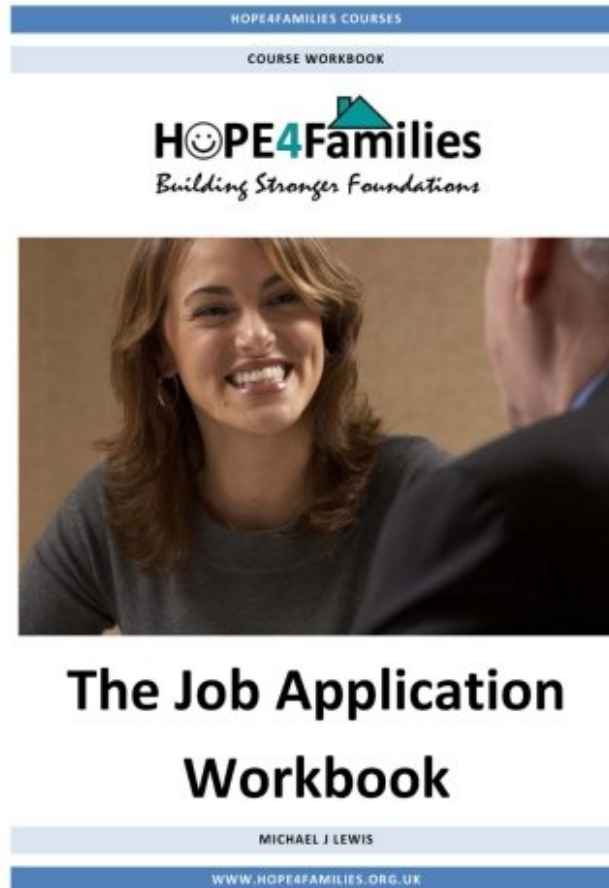


[Ebook pdf] The Job Application Workbook (HOPE4Families) (Volume 1)

The Job Application Workbook (HOPE4Families) (Volume 1)

Mr Michael J Lewis

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Mr Michael J Lewis : The Job Application Workbook (HOPE4Families) (Volume 1) before purchasing it in order to gage whether or not it would be worth my time, and all praised The Job Application Workbook (HOPE4Families) (Volume 1):

0 of 0 people found the following review helpful. A Must Read!By Mr M LewisThis is a brilliant, outstanding, well written book that will help you get job you want. It carefully and thoroughly takes you through each step of the job application process from learning to sell yourself, writing a letter of application, preparing for the day of interview, answering interview questions, doing a presentation and making a good first impression. If you are looking for a new job or want a promotion then you must read!

This workbook is designed to help you with your application for work. It is seven sessions long for individuals who want to develop their job application skills. Whether you are struggling to get your first job or unable to get the job

you really want. You might be fresh out of University or you might be looking for your next big promotion. This book will help equip you and develop your technique at every stage of the process. The sessions in the book include: 1. You are the product 2. Creating a strong Curriculum Vitae 3. Writing a stand out covering letter and letter of application 4. Shine on the day of interview 5. Developing the best technique for answering questions 6. Presenting a winning presentation 7. Making an outstanding first impression in your new job The book is filled with practical tasks supported by proven advice and literature. This will help you get the job you want.

About the Author Mike is married to Rachel and they have two children Bella and Noah. He is the Founder of HOPE4Families and Head of Department in an educational organization. He is passionate about learning, teaching, leadership, family and Church. He is founder of HOPE4Families, a Christian not for profit organisation setup to help build stronger foundations for families through resourcing, conferencing and connecting people. Please visit www.hope4families.org.uk. He has gained a Masters in Education, Leadership and Management at the Open University and studied for an MSc at Exeter University. He gained a Post Graduate Certificate in Education (teacher training) at Swansea Metropolitan University after his BSc at the University of Glamorgan in Physical Geography and Sports Sciences. His personal interests have led him to gain his Mountain Leaders training, Level 3 Kayak Coach, White Water Rescue and Safety, National Pool Life Guard Qualification and First Aid training. When he is not working or studying he is taking his family on a wild adventure or running cross country through the hills of South Wales! To contact him or book him to speak please email: admin@michaeljlewis.co.uk or follow him on twitter @mikejohnlewis.