

1000 Best Job Hunting Secrets

Dianne Stafford, Moritza Day
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Dianne Stafford, Moritza Day : 1000 Best Job Hunting Secrets before purchasing it in order to gage whether or not it would be worth my time, and all praised 1000 Best Job Hunting Secrets:

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Job search strategies that really workLearn how to:-Customize your resume to suit the job-Protect yourself and keep your job search confidential-Effectively rejoin the workforce-Anticipate the pet peeves of hiring managers and headhunters-Write a cover letter that gets you noticed-Secure a second interview-Guarantee a positive referenceThe only guide you need to help you find--and get--the job of your dreams

About the AuthorAuthor, entrepreneur, and editor, Diane Stafford has written six nonfiction books, Potty Training For Dummies, Migraines For Dummies, The Encyclopedia of Sexually Transmitted Diseases, No More Panic Attacks: A 30-Day Plan for Conquering Anxiety, 40,001 Best Baby Names, and 1000 Best Job Hunting Secrets. All but the last two were coauthored with Stafford's daughter, Jennifer Shoquist, M.D.Stafford also edits books and writes marketing materials for doctors. She has been editor-in-chief of five magazines, owner of two magazines, and has written hundreds of articles for various magazines. She has a B.A. summa cum laude from Sam Houston State University. Besides working as a freelance writer/editor, Stafford lives in Newport Coast, California. Moritza Day is president and founder of Day West Associates, Inc., a nationally known business and career-consulting firm. Putting her sales knowledge to work, she led her company to increase sales 500 percent over three years. Growing purely by market share, Day West Associates, Inc. was named as number 23 of the Houston 100, the one hundred privately held firms having the greatest impact on HoustonMoritza Day authored the workbook Networking to Build Your Success. She is also an in-demand speaker, sought out by professional organizations and universities. She has appeared on television and radio.Day began her business career as an auditor with a Big 4 accounting firm and worked in internal audit for two major bank holding companies. Her sales career started at an international account/financial recruiting firm where she performed searches. Later she went on to head the South Texas region of the temporary division. Under her leadership, her branch was the firm's leading office in the country. She has a B.B.A in accounting and is a CPA. For fifteen years, Day has trained and motivated people, helping them realize their potential and maximize their skills, and translate that to substantially better career results. Her countless stories of success and learning opportunities mesh well with winning strategies of marketing and business development. Day's mission is to help individuals and organizations create and build success through business and professional development. She speaks on Networking for Your Successs, Prospecting: Turning Cold Calls into Gold, and Negotiating So Everyone Wins--Especially You. Her website is www.daywestinc.com.