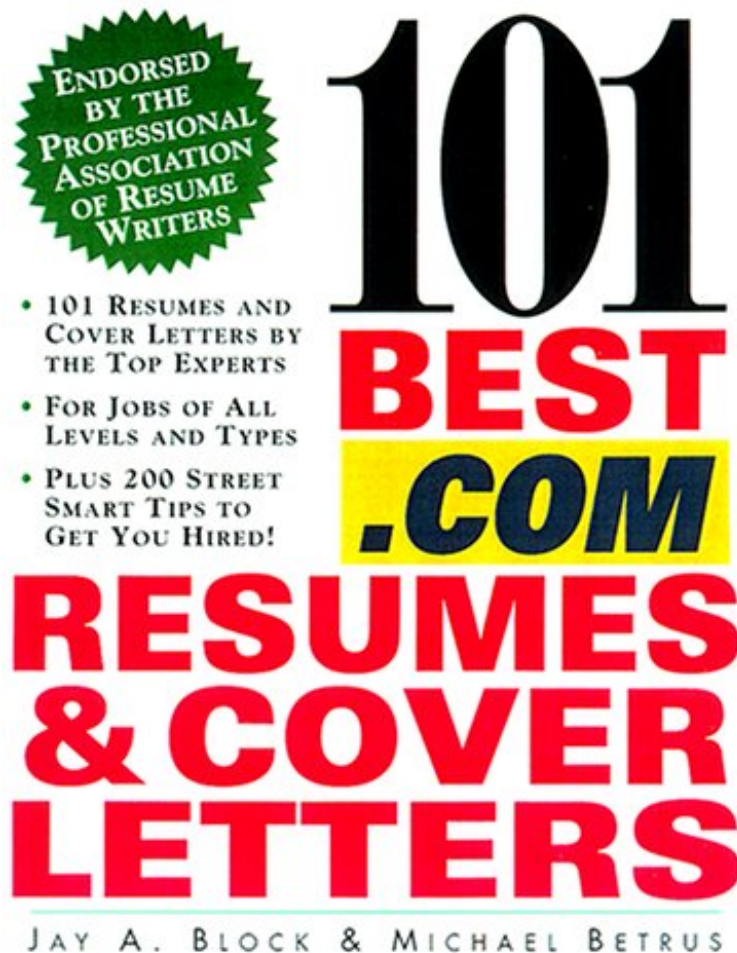


101 Best .Com Resumes Cover Letters

Jay A. Block, Michael Betrus

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Jay A. Block, Michael Betrus : 101 Best .Com Resumes Cover Letters before purchasing it in order to gage whether or not it would be worth my time, and all praised 101 Best .Com Resumes Cover Letters:

0 of 0 people found the following review helpful. Resume and Cover lettersBy LuAnnThis book arrived quickly and in excellent condition. It was not helpful. I personally was unable to use any of the information and so passed it along.0 of 0 people found the following review helpful. Look No FurtherBy S. SimmonsThis book is a great reference for relevant resumes and cover letters. I will always keep it in my personal library to use and share with others.4 of 6 people found the following review helpful. A few words from one of the contributors to this bookBy Karen Baird-Eaton, CPRWBecause of the long lead times in book publishing, by the time this book went to press, the dot-com bust was happening, however much of the information in this book is still very relevant and applicable.When I was asked to contribute, I was already predicting that there would be sweeping changes within the high-tech industry and choose my contributions accordingly, focusing on ERP, cross-platform databases and Internet security samples as areas that

would continue to be relevant beyond the dot-com boom. The advice given by Jay and Michael as well as all of my colleagues' samples in this book are highly polished and continue to be relevant models for any individual pursuing a career in high-tech, in my opinion.

The Internet is a booming industry, and despite recent shakedowns demand for qualified employees continues to grow. While in 1998 there were 1.4 million high-tech jobs in the U.S., per the Bureau of Labor Statistics, that number is expected to rise to 2.7 million by 2008. Those who have the right credentials can have their pick of great jobs at top e-commerce companies. Now from the authors of the best-selling 101 Best Resumes comes a new collection of resumes and cover letters tailor-made to equip high-tech job candidates to land their dream job in today's hottest job sector. Each resume and cover letter in this practical guide is prepared by one of the top experts from the Professional Association of Resume Writers (Parw). Using the same successful format and packaging that has propelled the 101 Best Resumes and Cover Letter books into bestsellers, this essential guide offers: Examples of outstanding resumes for every type of high-tech job: from C++ Programmer, to database administrator, to computer-based graphics designer, to data security manager, etc. Also features resumes for non-technical jobs in e-commerce such as marketing, sales, finance and recruiting; Successful styles and formats for dot-com resumes; Cover letters that will excite dot-com employers; Advice on how dot-com company requirements differ from traditional companies; Professional tips that will give candidates an edge-up in this competitive market.

From the Back Cover Land Your Dot-Com Dream Job with the Perfect Resume! Even in today's hottest job sectors, competition for the top jobs is fierce. From the bestselling authors of 101 More Best Resumes, 101 Best .Com Resumes Cover Letters gives you a powerful new collection of cover letters and resumes tailored to appeal to dot-com employers. Prepared by the top writers of the Professional Association of Resume Writers and Career Counselors, 101 Best .Com Resumes Cover Letters offers proven advice from experts with the best track records. Packed with 101 actual resumes and cover letters-written for both technical and nontechnical e-commerce positions this hands-on resource gives you everything you need to get the job you want: *Tips on what high-tech HR managers need to see in a resume and what turns them off *Expert guidance on online networking, online job search engines, and more *Tips to Get You Hired 200 techniques of the HR pros you won't find anywhere else! Yesterday's techniques and formats won't cut it in today's supercompetitive dot-com job market. Look to 101 Best .Com Resumes Cover Letters for cutting-edge strategies and attention-getting techniques proven to get you noticed by the decision makers in today's high-pressure, high-payoff, high-tech job market! *Accountant *Affiliate Manager *C++ Programmer *Chat Room Moderator *Copy Editor *Data Warehouse Manager *Database Administrator *GSM Engineer *HTML Editor *Information Architect *Internet Support *Management Consultant *Multimedia Director *Network Engineer *Product Manager *Project Manager *Sales and Marketing *Sales Support *Security Architect *Unix Administrator *Web Master *Web Site Design TOP PROFESSIONAL TIPS *8 Online Search Services *16 Action-Oriented Cover Letters *25 Tips for Job Searching While Still Employed *25 Tips for Using the Internet in Your Job Search *25 Unconventional Techniques for Uncovering and Securing New Opportunities *Interviewing Tips of the Pros *Negotiating a Higher Salary *Networking Tips *New Techniques for Resume Distribution *Street-Smart Interviewing *Successful Electronic Resume Styles and Formats *The 5 Ps of an Explosive Resume *Tips for Using Recruiters *What to Do with a Resume The Professional Association of Resume Writers and Career Coaches (PARWCC) is the official organization governing resume standards and provides one of the industry's best-respected certifications for resume writers. About the Author Jay A. Block is a Certified Professional Resume Writer (Cprw) and the contributing co-founder of the Professional Association of Resume Writers (Parw). He helped develop the Parw national certification process and is a widely respected national speaker, author, and an internationally certified career coach. Michael Betrus is the author of The Guide to Executive Recruiters (McGraw-Hill). Jay A. Block and Michael Betrus are co-authors of bestseller 101 Best Resumes, 101 More Best Resumes and 101 Best Cover Letters.