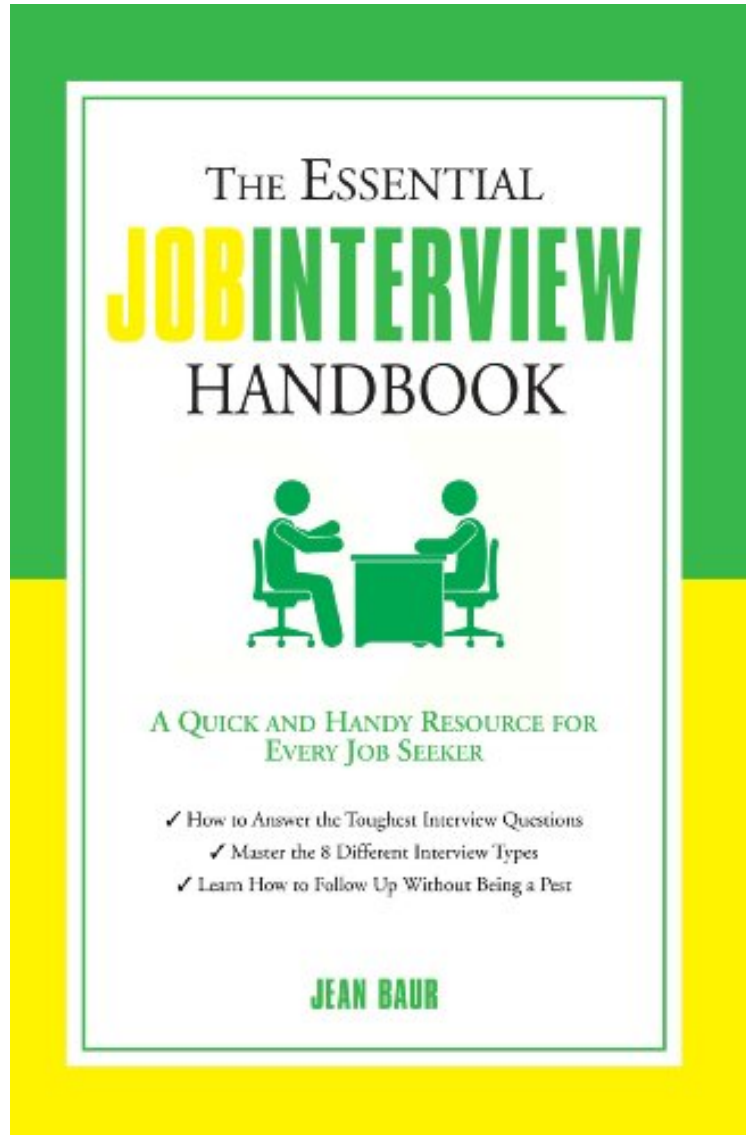


[Download] The Essential Job Interview Handbook

The Essential Job Interview Handbook

Jean Baur

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Jean Baur : The Essential Job Interview Handbook before purchasing it in order to gage whether or not it would be worth my time, and all praised The Essential Job Interview Handbook:

1 of 1 people found the following review helpful. Exactly what I needed!By J BratterI own three job interview books and "The Essential Job Interview Handbook" is by far the best and most complete. When reading you can instantly tell that Jean writes from real world experiences and understands that preparing for the unknown, a job interview, requires a no nonsense, strategic approach. In the book Jean outlines a strategy for what seems like every possible interview scenario, then breaking each down into practical and manageable action plans. In addition Jean neatly wraps up each

chapter with a fun and insightful "Ditch It" and "Tips" section further refining the chapters key messages. Part one of the book, "Preparation" includes the "Interview Map" strategy which by itself was worth the purchase price. From beginning to end Jean's straight talk put the overwhelming task of job interviewing into perspective, thus fully preparing me to impress, get an offer and also negotiate a great deal -- which I did. Thank you Jean! 0 of 0 people found the following review helpful. This is a very well-written, easy-to-read guide. The ...By Andrew A Mason This is a very well-written, easy-to-read guide. The author uses a common sense approach and offers tips for a wide variety of interviewing scenarios. 0 of 0 people found the following review helpful. great tips By sarah pinson Great tips for interviewing. Really wonderful suggestions, especially if you need to sharpen your interviewing skills. Highly recommend for anyone in the job market.

"The Essential Job Interview Handbook is a realistic guide that gives every job-seeker all the tools, skills, and answers you will need to impress any potential employer and rise above the competition." — Ron Fry, best-selling author of 101 Great Answers to the Toughest Interview Questions [This] not only provides you with multiple ways to answer key questions, but also helps you understand why the questions are being asked and what goes into hiring managers' decisions. You will consult this book over and over! — John Beauregard, executive director, Eastern CT Workforce Investment Board Even with a fairly detailed job description or a briefing by a knowledgeable recruiter, job candidates rarely have all the tools they need to ace their interviews. This is one of the reasons why interviews are so harrowing — we have to pay close attention to what we're told, what we're not told, and the many non-verbal signals we receive. In addition, many people who conduct the interviews aren't well-prepared, haven't been trained in interviewing, and often don't even like the process. The Essential Job Interview Handbook will help job seekers prepare effectively for interviews and become familiar with different types of interview questions and styles of interviews. A unique feature of this book is the multiple answers it provides for each question, rated good, better, and best; with this feature, you'll learn what makes a winning answer and understand the strategy behind it. Whether you're just finishing school or have been working a long time, The Essential Job Interview Handbook will give you all the powerful tools you need to not just get a job, but to get the right one.

About the Author Jean Baur, a career coach and author, has worked in the outplacement industry for the past 19 years. She's an expert in working with job seekers of all functions and levels, and likes nothing better than helping those in transition overcome obstacles and find work that's a good fit. Her first book, *Eliminated! Now What?*, won national media attention. She currently lives in New England, where she continues her work with Lee Hecht Harrison, a talent-solutions company, and teaches her own highly successful workshop: *Boomers Back to Work!* As an independent consultant, Jean has prepared thousands of job seekers for this critical part of getting hired.