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Work It!: How to Get Ahead, Save Your Ass, and Land a Job in Any Economy

Allison Hemming

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The work world isn't so friendly anymore. Landing the job you want takes a little more sweat in this tight job market, and keeping that job requires savvy and vigilance. This smart and comprehensive guide, packed with punchy, frank advice, gives you the tools and techniques that will help you get the most out of your job hunt. Allison Hemming, a noted career expert, delivers a needed dose of wisdom from the trenches in a manual that is perfectly updated to suit the modern work environment.
Work It! gives you the skinny on all you need to know, including:
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• Lose the McResume and get a grip on the lost art of correspondence
• The ABCs of networking -- don't wing it, work it!
• Training tips for peak interview performance
• Seal the Deal -- how to negotiate and accept a job the right way
If you are recently unemployed or see a layoff looming, there's a bonus Pink Slip section that will make you better able to bounce back and stay financially afloat during your job search. And for recent college grads, there's a road map for getting a J.O.B. degree. Alter your approach to job-hunting from this moment forward! Now go work it!

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