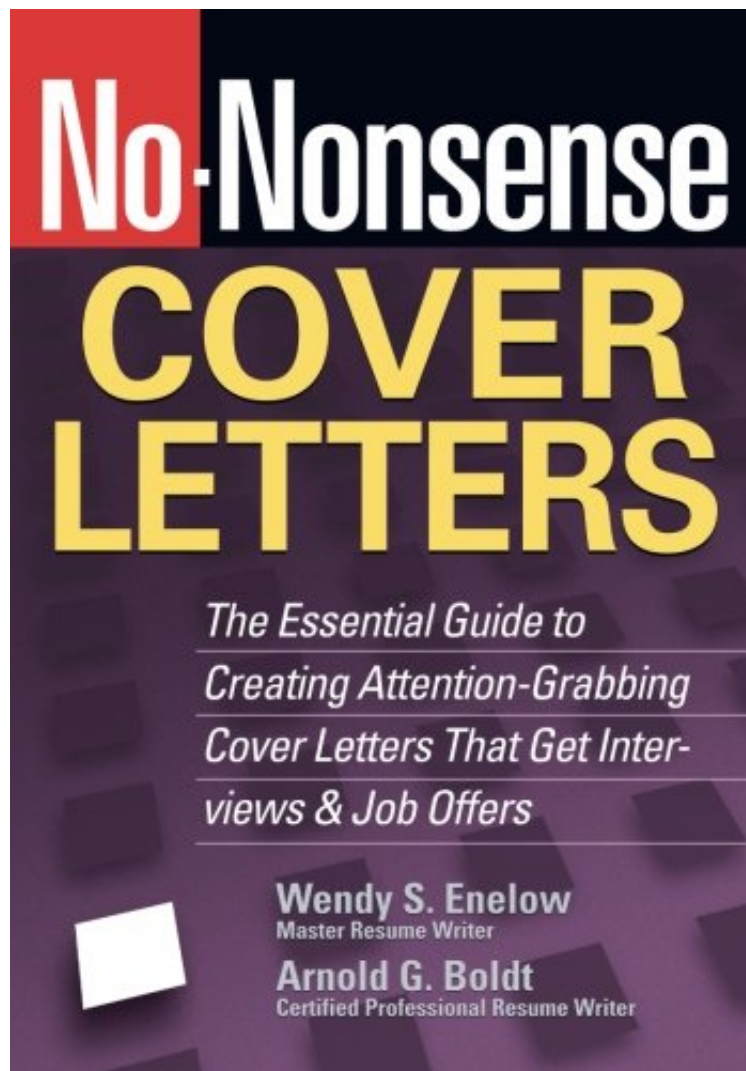


(Download pdf) No-Nonsense Cover Letters: The Essential Guide to Creating Attention-Grabbing Cover Letters That Get Interviews Job Offers (No-Nonsense)

No-Nonsense Cover Letters: The Essential Guide to Creating Attention-Grabbing Cover Letters That Get Interviews Job Offers (No-Nonsense)

Arnold G Boldt

*ePub | *DOC | audiobook | ebooks | Download PDF*



DOWNLOAD



+

READ ONLINE

#345683 in Books Career Press 2006-12-15 2006-12-15Ingredients: Example IngredientsOriginal language:EnglishPDF # 1 10.00 x .55 x 7.00l, .95 #File Name: 1564149064240 pages | File size: 77.Mb

Arnold G Boldt : No-Nonsense Cover Letters: The Essential Guide to Creating Attention-Grabbing Cover Letters That Get Interviews Job Offers (No-Nonsense) before purchasing it in order to gage whether or not it would be worth my time, and all praised No-Nonsense Cover Letters: The Essential Guide to Creating Attention-Grabbing Cover Letters That Get Interviews Job Offers (No-Nonsense):

0 of 0 people found the following review helpful. Four StarsBy cassandra wilkersonGood book. Great information and I love the sample letters.2 of 2 people found the following review helpful. Five StarsBy Harry HellmanSome great modern samples in one place. I searched the internet for samples but this was helpful1 of 1 people found the following review helpful. Great start for revamping a cover letterBy FinancialGenie2020This book was very helpful for me to re-write my cover letter. This book really illustrates the importance of a cover letter in today's job market, and has plenty of examples regardless of your line of business. I definitely had a wake-up call after reading this book, and have changed my cover letter accordingly. Although I haven't found my dream job yet, I definitely believe this tool will help me secure more interviews in the coming weeks. It's pretty effective, and much cheaper than hiring a professional!

No-Nonsense Cover Letters gives you the powerful, practical tools to write attention-grabbing covering letters that complement your CV and get you more interviews and job offers. In this companion to No-Nonsense Resumes, authors and professional CV writers, Wendy Enelow and Arnold Boldt share their insights from 35+ years of combined experience to help you prepare covering letters that will get you noticed. No-Nonsense Cover Letters begins with a thorough but easy-to-understand explanation of the key elements that are vital to creating attention-grabbing letters. Subsequent chapters offer tips on creating winning letters for opportunities in virtually every profession. Each chapter includes sample letters contributed by leading covering letter/CV writers and career consultants worldwide.

About the AuthorWendy Enelow is a well-known and well-respected authority on resume- and cover-letter writing, job search and career management. She is the author of more than 25 career books and has been a certified resume writer and career coach for nearly 15 years. She is the founder and past president of the Career Masters Institute, a professional association that promotes continuing education and professional excellence among resume writers and other career professionals. She lives in Coleman Falls, Virginia. First-time author Arnold Boldt has written resumes and cover letters for candidates at all levels, from production workers to top-level executives. He is a Certified Professional Resume Writer and Job Career Transition Coach, and his work has been featured in more than 30 books. He lives in suburban Rochester, New York, where he is managing partner of Arnold-Smith Associates, a career transition consulting firm.