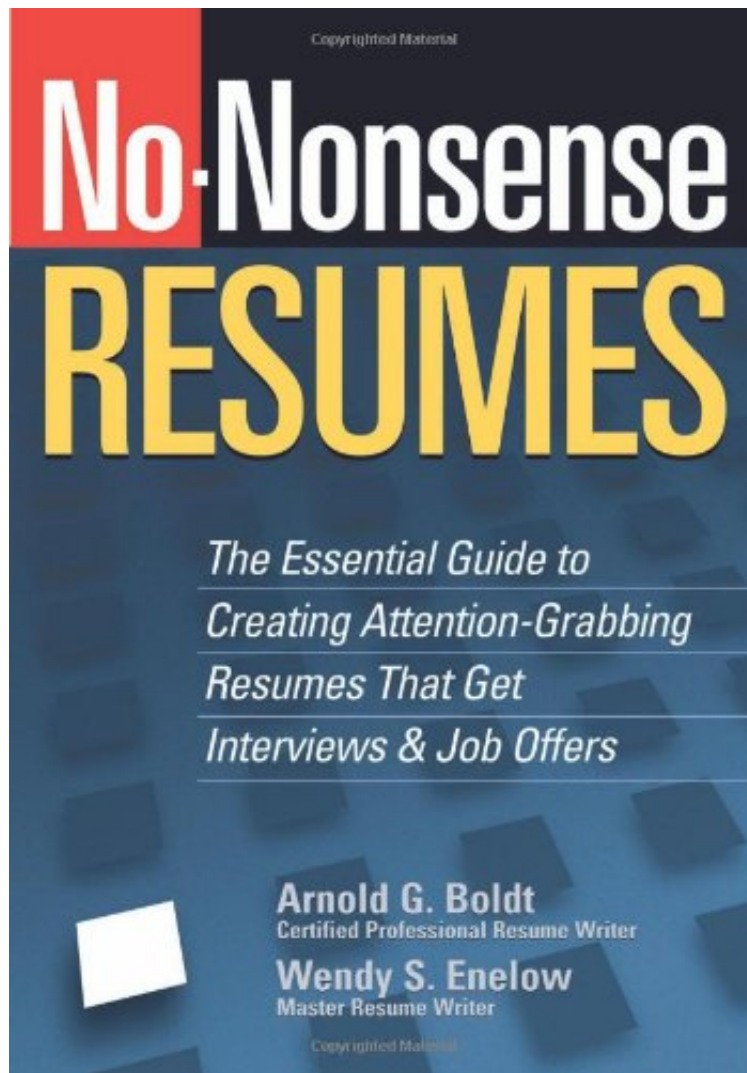


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For the first time ever, here's a resume book that clears away the clutter and gets down to the ?brass tacks? of what it takes to write and design a resume that will get you interviews and job offers. Authors and professional resume writers Wendy Enelow and Arnold Boldt share their insights, knowledge and more than 35 years of combined experience to help you prepare a resume that will get you noticed, not passed over.

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 excellence among resume writers and other career professionals. She resides in Coleman Falls, VA. 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, NY, where he is managing partner of Arnold-Smith Associates, a career transition consulting firm.