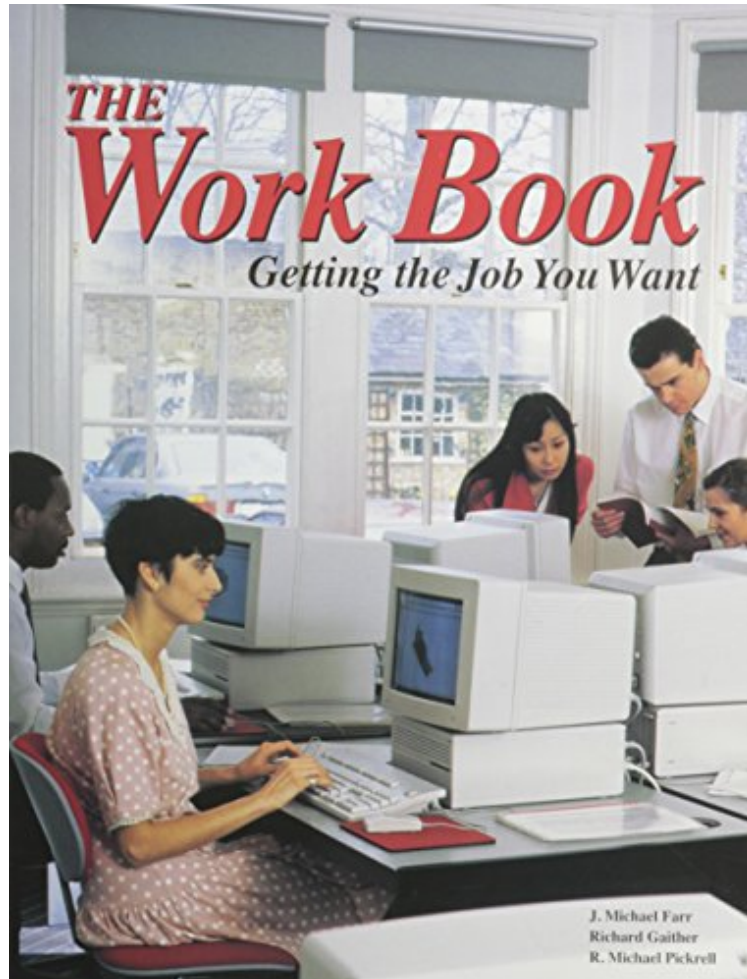


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The Work Book: Getting the Job You Want

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on line tools for job seeking. Although that may seem to be a major deficiency the value of the book is the focus on individual awareness of one's value and worth, the understanding of employer needs and values and how to effectively use that information in an organized approach to job seeking. The tools in the book are as valuable today as when the book was first published.

Now updated and improved, this popular work-text helps job seekers locate jobs faster and achieve a 70-90% success rate.

From the Back CoverThe development of The Work Book began with the author's attempts to provide job seekers with a proven, simple method for finding work in the shortest possible time and with the least amount of anxiety and fear.About the AuthorMcGraw-Hill authors represent the leading experts in their fields and are dedicated to improving the lives, careers, and interests of readers worldwide