

Get Hired Fast Tap The Hidden Job Market In 15 Days

From the propulsive rhythm of the African dancer, to the swinging ragtime of the American jazz age, tap dancing has evolved into a unique blend of cultural expression, improvisation and creativity, open to all ages and abilities. With clear step-by-step instructions, The Essential Guide to Tap Dance covers basic steps such as the shuffle, pick up and paddle, before building these into traditional combinations such as the time step and shim sham. Additional material includes the history and development of tap dancing; rhythm and musicality; learning the language of tap dancing; the role of improvisation and choreography and finally, the basic steps to advanced techniques. This is the perfect companion to instruct the beginner tap dancer and expand the more experienced dancer's technique, offering full-colour pictures, helpful instruction and essential notes on this vibrant and accessible dance form. Illustrated throughout with 138 colour photographs and line artworks.

Drawing on the knowledge of more than two hundred experts, this reference offers advice on cleaning, removing problem spots, saving money, and developing efficient cleaning methods

In this informational and necessary book, hundreds of gainfully employed young people detail their experiences launching their careers. They offer real-world tips and advice on looking for and landing a first job, doing well at work, and simply hanging in there. Their stories cover the gamut of work life – dealing with difficult bosses, weird coworkers, less-than-ideal environments and tasks, and climbing up (or slipping down) the corporate ladder, from those who have been there, done that, and lived to tell about it.

Now students can master the nuances of Microsoft Office quickly with ILLUSTRATED MICROSOFT OFFICE 2019 & OFFICE 365 INTERMEDIATE, part of today's popular Illustrated Series. This focused, user-friendly approach uses a proven two-page layout that allows students to work through an entire task without turning the page. Clear Learning Outcomes outline the skills for each lesson, while large full-color screen images reflect exactly what students see on their own computers. Each module begins with a brief overview of the principles covered in the lesson and introduces a real-world case scenario to engage students and reinforce critical skills to make them successful in their educational and professional careers. In addition, MindTap and updated SAM (Skills Assessment Manager) online resources are available to guide additional study and ensure successful results. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

From Resume to Work

How to Find (and Keep) Your Perfect Work

Chutes and Ladders

Job Won! for America's Veterans

The Inside Job

The Motivated Job Search: 2nd Edition

Get Hired Fast!Tap The Hidden Job Market In 15 DaysSimon and Schuster

Two people driven to win. Only one can claim the prize. She's a sprint car racer driven by secrets. He's the man who must uncover them on national TV. Slide Job: A dirty move in which a race driver skids his/her car sideways in front of another car to steal a position. Sprint car driver Morgan Blade is willing to do anything to help save her critically ill father, even become a contestant on a new TV racing reality show. But once the cameras start rolling, she realizes the cost of the prize money. If the show's sexy producer has his way, her most heartbreaking secrets will be revealed to a worldwide audience. Secrets are Tyler Dalton's business. Forced to produce one more reality show to fulfill his contract, he can't wait to get it over with and move on with his life. However, part of who he is means giving it his best. In reality TV, controversy drives ratings. So despite a combustible attraction to his star, Tyler must unveil the secrets beneath Morgan's fiery facade. But when she becomes more than just another contestant ... will he go for the slide job, even if it means losing her? Secret Service Agent Mike Byrne is too late ... Too late to save the one man who knew the truth - the star witness who was about to blow the whistle on the biggest banking scandal in history. Too late to stop an innocent man from dying, and so plunging the world of high finance into a death spiral of violence and murder. Because payback for bankers who gambled with other people's money is being handed out in bullets and bombs. And now the only person who can keep the bankers alive is Agent Byrne, who finds himself having to protect the very people he swore to take down. Before long Byrne is locked into a deadly fight with an unseen enemy - an enemy that will stop at nothing to get what they want. The Job Search Technique Most Recommended by Top Career Counselors You lost your job six months ago. You've emailed 90 resumes. You've scoured the job boards and the help wanted ads. You've called recruiters, old bosses, former coworkers...but nothing. You're scared. You're beginning to think there are no jobs out there. But there ARE jobs. And you can get one of them--if you're willing to try the job search technique that most people are too timid to try. If you're one of 9 million Americans looking for a job, you don't want to go 12 to 24 months without a job offer (as many do). The trick is to tap into the hidden job market--where 90 percent of the jobs really are! Get Hired FAST! shows you how to use a direct-calling strategy that will generate at least three interviews in three weeks. It gives you a 15-day Action Plan, complete with charts, scripts, and other tools that will enable you to use the direct-calling technique like a professional. This no-holds-barred book also includes insider advice on how to ace the interview once your calling strategy pays off, negotiate the best offer, and keep the job once you get it. Get Hired FAST! shows you where and how to identify key contacts in target companies, how to uncover crucial data about target companies, how to script calls to hiring managers in advance--and handle any scenario, from voicemail to conversations with contacts' staffers. Job Searching with Social Media For Dummies

The Ultimate Guide to Making Absolutely Everything You Own Sparkle & Shine

Real Stories, New Callings

Learn the New Rules to Finding Your Ideal Job and Living Your Best Life.

A Proven System to Leverage Your Network in a Job Search

American Machinist

Including the latest Microsoft 365 features and enhanced support for Mac users, Cengage's Illustrated Series Collection, Microsoft 365 & Office 2021 Intermediate, 2nd edition, helps you quickly master the nuances of Microsoft Office. Its concise, student-friendly approach uses a proven two-page layout that allows you to work through an entire task without turning the page. Each module begins with a brief overview of the principles covered while large, full-color screen images illustrate what you see on your computer. Module Learning Objectives are mapped to Microsoft Office Specialist (MOS) certification objectives, and module scenarios are based on Burning Glass market insights data -- helping you sharpen the critical skills you need for academic and professional success. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Zeke Wappinger, a precocious, bright and adventurous almost seven-year-old boy, gets fed up with his workaholic and technology-obsessed parents and decides to hop a freight train in the middle of the night from his small hometown in New Mexico. He is immediately befriended by two hobos and goes on a life-changing journey. More life-changing, however, is the effect it has on his parents, his two adult hobo companions and the various people who get sucked into the vortex of his adventure. The Six-Year-Old Hobo is a story of relationships, redemption and fate and will appeal to readers of all ages.

Harness social media to land your dream job For anyone looking for a first job, exploring a career change, or just setting up for future success, social media sites are proven platforms for facilitating connections, demonstrating passions and interests, and ultimately landing the job. Job Searching with Social Media For Dummies enables you to harness the power of the Internet to research and identify job opportunities, and then create a strategy for securing a position. Job Searching with Social Media For Dummies features in-depth coverage of topics such as: creating effective online profiles and resumes to sell your strengths; maintaining your online reputation and understanding electronic etiquette; using the power of personal branding and building your brand online; avoiding common pitfalls, such as jumping into filling out a social media profile without a strategy; getting to know Twitter, the only real-time job board with literally thousands of jobs posted daily; using social media sites to uncover opportunities in the "hidden job market" ahead of the competition; and much more. Takes the mystery out of Facebook, Twitter, and LinkedIn Offers advice on how to brand yourself online Includes coverage of the latest changes to social platforms and websites If you're a recent graduate, changing careers, or have been away from the job-search scene for a while, turn to the trusted guidance and expert insight of Job Searching with Social Media For Dummies.

The most complete guide to job finding on the Internet--for beginners and old computer hands alike HOOK UP, GET HIRED! New methods to expand your job search and reach more potential employers--in your backyard or miles away Find out how to look for jobs and market your resume through electronic mailing lists, newsgroups, and bulletin boards Learn from the experiences of real people who found jobs on the Internet Just in time--the Internet, a part of the information highway, has arrived to help you find a job in the leaner, meaner '90s. The fastest-growing gold mine for job searchers in history, the Net--used by tens of millions of people--offers hundreds of new job resources. This book shows you how to be a job success across town or across a continent. Don't be left behind. Learn about a new kind of marketplace for job finding from America's favorite careers columnist, Joyce Lain Kennedy: Internet experience not required View 100,000+ online job ads; search by career field Put your resume where countless employers can see it Manage your career like a pro with the ultimate in networking Prepare for interviews by researching companies via the Net Make your resume Internet-friendly Send free e-mail anywhere in the world Save time and money with special "autopilot" Net tips Become a consultant or find freelance assignments using Internet savvy Why wait? Hook Up and Get Hired!

Billboard

Illustrated Series Collection, Microsoft 365 & Office 2021 Intermediate

JESUS, Career Counselor

Student Interactive Job Guide Canada

Slide Job

Navigating the Low-wage Labor Market

It happened. It may have been a surprise, or it could have been anticipated, but at this point, what does it matter? You lost your job. Or, the frustrations at your current job have hit the boiling point. You just can't take it anymore! In either case, change is inevitable. But, you're over the age of 50 and intellectually or intuitively you know your age could be a factor in your job search. . .and, you are right. There are age-related biases that exist in the job market that will work against you. According to government statistics, job seekers over 50 encounter more difficulty in getting new jobs and suffer notably longer unemployment than their younger counterparts. But these statistics do not have to apply to you! First, immediately stop with the worry and negative thinking. You're in a better position than you think. There are employers out there that not only will hire you, they are looking for you! The key is to find them, sell them on you, and get them to hire you. It's not as hard as you may think. In the Over 50 and Motivated book, Brian Howard will teach you a systematic approach for conducting a real-world job search based on years of frontline recruiting experience helping thousands of tenured job seekers just like you. He will teach you how to effectively conduct a job search in today's job market and techniques to successfully combat age biases. He will show you how to get job offers and your next fulfilling career position!

Written to help readers get, find, and keep the work they love, JESUS, Career Counselor weaves together practical self-help concepts, intriguing stories, relevant statistics, and Bible scriptures. Divided into four sections centered on the four natural giftings or personalities of people, this book explores twelve dreams that God has for each individual--including rise, risk, roar, renew, regenerate, rejoice, relate, and more. It then instructs readers in how to realize each one of these dreams, no matter their natural inclination. As individual personalities of Fire, Earth, Water, and Wind are explored, the book explains how the Fire of excitement translates to Leadership Skills, how the Earth of grounding translates into Good Habits and Character Development, how the Water of life-giving becomes Relationship Skills, and how the Wind of release becomes the Creativity and Innovation, which are in high demand in every industry in the world today. Readers will learn how to discover their four greatest talents and create their personal Talent Shield, which will help them choose a meaningful career based on their Life's Mission Statement. Each chapter serves as a free-standing career guidepost, and includes Career Exercises, pertinent Word Definitions, Career Choices for individual gifting, Self-Quizzes, and Reader Study Guides.

Book one in the Motivated Series by Brian E. Howard./b>br>If you're conducting a job search for a professional position or considering such a job search, you should read this book. Brian Howard provides a thorough, approachable guide to each of the components of a job search that will help you be the selected candidate."/b>ibr>The Motivated Job Search - Second Edition This book provides the informational steps to conduct a job search, but more importantly strategic insight from someone who is actively engaged in front line recruiting. These strategic insights include: *using the "psychology of persuasion;" *understanding the mind and motivations of an employer; *maximizing the use of accomplishments/ *optimizing your LinkedIn profile; *and six unique tactics that will create differentiation from other job seekers.

Job seekers and students looking for a career will find the inside scoop on networking, interviewing, negotiating job offers, succeeding on the job, and much more to have a big advantage in getting a job quickly. Intelligent strategies help readers avoid common job search pitfalls, power up their resumes, use search firms to their advantage, and orchestrate a targeted direct-mail campaign. The Ultimate Job Search is filled with tools to guide job seekers through the job search process. Helpful self-assessment exercises allow students to define a job objective. Resume writing tips and formats allow job seekers to create magnetic correspondence. Readers gain information on how to shine during the interview, receive valuable advice for negotiating a top salary, and learn the eight steps to guaranteed success on the job.

How to Survive Your First Job Or Any Job

Over 50 and Motivated

Multi-language search 10 cities

Cameron Motorsports Book One

Get Hired Fast!

Résumé 101

"Communications professor Quentin Schultz shares the secrets to crafting strong, impressive resumes and cover letters for students and recent grads with minimal job experience"--Provided by publisher.

This book is every veteran's guide to a successful transition from military service into new, exciting opportunities in the private sector.

In my book, From Resume to Work, I share with you the 10 challenges to watch out for on your resume and how employers are now looking at each challenge as a potential landmine in your business character. These landmines give them another reason to pass on your resume. I then share a pet peeve of the most anal of employers called the dangling resume. From Resume to Work contains a wealth of input from my experiences going through over 7,000 resumes and hiring over 500 people. I also share insights from employment specialists in many different areas who want you to get it right and understand how best to connect with the employer. From Resume to Work shares five reasons why your resume gets rejected by the employer. Then it covers four areas that will help you answer the primary question on the employer's mind: "What are you doing now?" From there this book will walk you through the three steps of the #1 key to connecting with the employer. From Resume to Work offers resources and gives you check lists to help you use this book with great success. Resources include: - Help with building your resume and cover letter - A list of Temporary Agencies - Where to find Contract Work and Short-Term Employment - 100 Top Companies offering Work-at-home Jobs - 50 Companies where you can get an online job - Where to obtain Online Education and Training - Starting Your Own Business Self-Assessment Sites - Volunteer Opportunities that could lead to a regular job - Internships and externship opportunities - Startup companies where you can find a job The book ends with a "Next Step" chapter that has a link to a MUST SEE video for those who use my book to get the interview, but desperately need some interviewing help. In addition to this, I also share with you how you can get your own free 27-page step-by-step illustrated download I developed called "5 Fixes to the Dangling Resume" on how to fix one of the growing pet peeves of employers today. I include my contact information should you have any questions that you would like to ask. Thank you and have a great day. C. Edwin Gill

The Motivated Networker is a practical, non-nonsense guide for networking during a job search. When 60-80% of all jobs are filled through some form of networking, mastering the skill of networking is imperative to success in landing a new job in the shortest time possible! Brian Howard provides a proven and systematic approach for helping thousands of job seekers find hidden job market openings leading to job offers. This book gives you a distinctive competitive edge by teaching networking techniques that will create job leads, interviews, and a fulfilling career position! The Motivated Networker is part of The Motivated Series, which is based off of The Motivated Job Search, the most comprehensive job search guide currently on the market. The Motivated Networker provides networking techniques and insight not otherwise written about, while thoroughly covering typical networking topics. It is a comprehensive approach for today's job seeker who needs quick and direct guidance for effective networking during a job search.

Decisions and Orders of the National Labor Relations Board

Find Your Drive

An Action Plan for Your First Year in Business Flying Magazine

Screw Machine Engineering

A Real Guide from Real Experts on Getting the Job You Want!

Maybe you're a recent college graduate, looking for a successful start to your career. Or an experienced professional, feeling the need to try something new. Either way, a whole host of opportunities await you-but if you really hope to ace that interview and get the job you want, you'll need the right skills to get ahead. So when you're navigating the complex twists and turns of today's changing job market, let I'll Get That Job! serve as your road map and guide. Featuring advice from real HR professionals, headhunters, and team managers, this essential job-hunting companion will let you know exactly what you need to do to increase your chances, from social media presence to writing a great CV. While shedding light on the many myths and outdated "rules" that may actually bog you down in today's job-seeking experience, I'll Get That Job! serves as a source of motivation and encouragement for modern job hunters. After all, with hard work and the right mind-set, it really is possible for you to get that job you've always wanted-and become the most successful version of yourself along the way!

Now that the welfare system has been largely dismantled, the fate of America's poor depends on what happens to them in the low-wage labor market. In this timely volume, Katherine S. Newman explores whether the poorest workers and families benefited from the tight labor markets and good economic times of the late 1990s. Following black and Latino workers in Harlem, who began their work lives flipping burgers, she finds more good news than we might have expected coming out of a high-poverty neighborhood. Many adult workers returned to school and obtained trade certificates, high school diplomas, and college degrees. Their persistence paid off in the form of better jobs, higher pay, and greater self-respect. Others found union jobs and, as a result, brought home bigger paychecks, health insurance, and a pension. More than 20 percent of those profiled in Chutes and Ladders are no longer poor. A very different story emerges among those who floundered even in a good economy. Weighed down by family obligations or troubled partners and hindered by poor training and prejudice, these "low riders" moved in and out of the labor market, on and off public assistance, and continued to depend upon the kindness of family and friends. Supplementing finely drawn ethnographic portraits, Newman examines the national picture to show that patterns around the country paralleled the findings from some of New York's most depressed neighborhoods. More than a story of the shifting fortunes of the labor market, Chutes and Ladders asks probing questions about the motivations of low-wage workers, the dreams they have for the future, and their understanding of the rules of the game.

Student Interactive Job Guide Canada - Multi-language Search 10 cities. Using the power of the internet and 8 search engines with 9900 links this will guide you through an effective job search. Never out of date! Covers job boards, careers, permanent, part-time, hospitality, retail, IT, sales, marketing...etc. This is an interactive series using the power of the internet that helps guide you and keeps you up to date on all the job and employment search market in your city. Including access to resumes, job boards, charts, graphs and video presentations on the subject. Searches in Chinese, French, German, Spanish, Russian, Arabic, Indian, Portuguese, Japanese. eComTechnology/RGRichardson ©2020 All rights reserved, including the right to reproduce this book or portions thereof, in any form under the International and Canadian Copyright. Published in Canada by: eComTechnology/RGRichardson Victoria, BC. V8R 5G9 eComTechnology/RGRichardson Assign Centre, ISBN Division Library and Archives Canada Author R.G. Richardson Updated 092020

The federal government is undergoing numerous changes that have important implications for job seekers. Challenging many myths and clarifying potential misunderstanding, here's the book that reveals "how it really is" looking for a federal job in all three branches of government. Shows how to locate job vacancies, create a powerful application, market oneself among several agencies, and quickly get hired for many jobs. Special chapters and appendices include addresses of Federal Employment Information Centers, job hotlines, samples SF-171 and OF-612 forms, tips for locating federal jobs, and an inside look at the implications of a "reinvested" government for job seekers.

Clean It Fast, Clean It Right

Hook Up, Get Hired!

Intelligent Strategies to Get the Right Job Fast

How to Cut the Red Tape and Get Hired

Changing Careers After 40

A Job Search Book for Job Seekers Over 50

This book allows me to share with you everything I've learned over the past years working with thousands of job seekers and hiring managers, painstakingly breaking down and analyzing every piece of the hiring process and re-packaging the information so you can get lightning fast results, easier and faster than you ever thought possible. Here is some of what you will learn in this book... The 4-Step Process that walk you through everything you need to do to land the perfect job for you. You'll be living the life you know you deserve before you know what happened. 5 Key Questions to Uncover and Tap Into your Passion and Purpose. You'll know exactly what you want to do with the rest of your life. Top-Secret and insanely effective Yes-Yes Resume formula and get up to a 53% response to any job you apply for. Powerful "Failsafe" Cover Letter Template. You will never again get eliminated from a job because a hiring manager didn't like your cover letter. 5 Step process to conquer your "Interview Everest." Overcome the interview questions that scare you most with confidence, precision and deadly accuracy.

An action plan for working as a consultant Management consulting is a \$250 billion industry and growing at a rate of over four percent annually. Many predict that more than 40 percent of the U.S. workforce will soon be contingent, freelance, or consulting members of the workforce—making this book more relevant than ever. Individuals become independent consultants out of necessity or preference: necessity because they lost their job or the company offered an attractive exit package; preference because they want a career change, more control over their time, or an enriched, varied work situation. Consulting also appeals to the Millennial workforce who are searching for careers that offer a good salary as well as meaningful work. The New Consultant's Quick Start Guide: • Serves as a companion to The New Business of Consulting • Provides you with a place to plan your transition into consulting • Helps you identify your niche, develop a business plan, charge what you're worth, and create a marketing strategy to ensure a steady stream of clients • Prepares you for changes you will encounter beyond your professional life, including social, family, and financial aspects The New Consultant's Quick Start Guide helps you work through the challenges of consulting such as working alone, deciding on necessary insurance coverage, finding your first clients, struggling with cash flow, and understanding market trends.

"INTERVIEW RX: A powerful guide for making your next interview a success" provides straightforward and easy to understand concepts of the interview process. The book will help you define and talk about your top job competencies. You will pick up numerous strategies for sharing effective career stories, be equipped to ask thoughtful questions and learn how to overcome common hiring objections. The concepts are easy to personalize and customize to your individual job search. INTERVIEW RX will prepare you for an engaging conversation, possibly the most important one in your career.

This companion to "In Search of the Perfect Job" includes practical checklists, mini-case studies, sample forms, interactive exercises, "power language" scripts, and more. (Careers)

Find a Federal Job Fast

I'll Get That Job!

The Ultimate Job Search

How to Get Your Resume to Help You Find a Job Faster Than It Has Ever Done Before

Interview RX

The British National Bibliography

In its 114th year, Billboard remains the world's premier weekly music publication and a diverse digital, events, brand, content and data licensing platform. Billboard publishes the most trusted charts and offers unrivaled reporting about the latest music, video, gaming, media, digital and mobile entertainment issues and trends.

Show your PC who's boss Nothing's more annoying than a tech malfunction, especially when it's your PC—with the exception of perhaps wading through reams of random, unreliable theories online looking for a solution, or paying an expensive tech geek to show up to perform a five-minute fix. The latest edition of Troubleshooting & Maintaining Your PC All-in-One For Dummies puts all this frustration behind you and gets you straight to work solving the problem yourself! In his straightforward, friendly style, Dan Gookin—bestselling tech author and all-round Mr. Fixit—packs everything you need to know into 5-books-in-1, giving you the knowledge and process to hit on the right solution, fast. From identifying common problems to methodically narrowing down to the correct fix, you'll save hours of frustrating research—and experience the sweet, righteous satisfaction of having achieved it all yourself. Pick up quick fixes Understand and reconnect networks Restore memory Boost your PC's performance Every problem has a solution and PCs are no different: get this book and you'll never catch yourself shouting at your monitor or frustrated with the motherboard again—well, maybe not quite so often.

Find the Job You Want . . . Today! Are you a work at home mom or dad, retiree, or disabled person hoping to earn a little extra to make ends meet? Are you seeking a legitimate, rewarding online job you can do from home? Do you dream of being in charge of your own schedule, income, advancement . . . destiny? If you said yes to any of these questions, this book is for you! In Work at Home with a Real Job Online you can find just the right job, schedule, income, and future with the help of a leading expert in the field of online job success and prosperity, AnnaMaria Bliven. Known as the "Prosperity Princess" by thousands of people she has helped, Bliven has poured her latest and greatest practical, proven-effective insights into this one information-packed (no filler), easy-to-use volume. In these pages you'll find: • Hundreds of real jobs with quality companies at your fingertips! • Pro tips and advice on how to find these jobs, get hired, keep the job you find and advance in it! • Opportunities for people of all ages and stages: teenagers, college students, work at home moms and dads, military veterans, retirees, the disabled, those with background/credit issues, and more. • Positions to match just about any interest, passion, potential, or skill set: game tester, customer service agent, educator, data entry specialist, nurse, medical coding specialist, transcriptionist, translator, interpreter, artist, writer, computer technologist, and many more. Get your copy of Work at Home with a Real Job Online today . . . start working tomorrow!

Electronic Commerce, Fourth Edition is a complete introduction to the world of electronic commerce, including balanced coverage of technical and business topics. Case studies and plentiful business examples complement conceptual coverage to provide a real-world context. Implementation strategies are analyzed, using examples of both successful and unsuccessful implementations.

A Proven Method to Help You Stand Out

Electronic Commerce

Tap The Hidden Job Market In 15 Days

Time Study and Job Analysis as Applied to Standardization of Methods and Operations

Work at Home with a Real Online Job

The Six-Year-Old Hobo