

## The One Page Cv Create Your Own High Impact Cv Clever Clear And Comprehensive Get Noticed And Beat The Competition

*In higher education, professional online identities have become increasingly important. A rightly worded tweet can cause an academic blog post to go viral. A wrongly worded tweet can get a professor fired. Regular news items in The Chronicle of Higher Education and Inside Higher Ed provide evidence that reputations are both built and crushed via online platforms. Ironically, given the importance of digital identities to job searches, the promotion and distribution of scholarly work, pedagogical innovation, and many other components of an academic life, higher education professionals receive little to no training about how to best represent themselves in a digital space. Managing Your Professional Identity Online: A Guide for Higher Education fills this gap by offering higher education professionals the information and guidance they need to:* - craft strong online biographical statements for a range of platforms; - prioritize where and how they want to represent themselves online in a professional capacity; - intentionally and purposefully create an effective brand for their professional identity online; - develop online profiles that are consistent, professional, accurate, organized, of good quality, and representative of their academic lives; - regularly update and maintain an online presence; - post appropriately in a range of online platforms and environments; and - successfully promote their professional accomplishments. *Managing Your Professional Identity Online is practical and action-oriented. In addition to offering a range of case studies demonstrating concrete examples of effective practices, the book is built around activities, templates, worksheets, rubrics, and bonus materials that walk readers through a step-by-step guide of how to design, build, and maintain professional online identities.*

*The complete guide to finding work for anyone aged 50 and over. Whatever your circumstances - from a change of career, a move to self-employment, a need to earn a decent income, or wishing to decrease your hours to free up time for other pursuits, this invaluable book helps readers to define their individual work needs and learn the modern techniques for successful job hunting. Helping readers to refocus and build confidence in the job market, the contents include getting in the right mind set, establishing clear goals, social media, networking, CV writing, interviews, stereotypes and how to deal with them, and self-employment.*

*In this book, Martin Yate who is widely respected as 'the expert on all career matters, describes how to create an irresistible CV that will open the doors to job interviews and offers of employment.*

*Professional resume and cover letter writers reveal their inside secrets for creating phenomenal cover letters that get attention and land interviews. Features more than 150 sample cover letters written for all types of job seekers, including the Before-and-After transformations that can make boring letters fabulous.*

*Working in International Development and Humanitarian Assistance*

*Academic Medicine: A Guide for Clinicians*

*Ask a Manager*

*How to Get Your First Job and Keep It*

*How to Get That Job*

*Getting Hired*

*Buffett's Tips*

*This book provides a practical approach to career development with an emphasis on finding, applying, and interviewing specifically for library-related jobs. The book is unique because it includes sparsely covered topics such as online job searching, dissecting a job description, managing your applications, and more.*

*Now in the 5th edition, Cracking the Coding Interview gives you the interview preparation you need to get the top software developer jobs. This book provides: 150 Programming Interview Questions and Solutions: From binary trees to binary search, this list of 150 questions includes the most common and most useful questions in data structures, algorithms, and knowledge based questions. 5 Algorithm Approaches: Stop being blind-sided by tough algorithm questions, and learn these five approaches to tackle the trickiest problems. Behind the Scenes of the interview processes at Google, Amazon, Microsoft, Facebook, Yahoo, and Apple: Learn what really goes on during your interview day and how decisions get made. Ten Mistakes Candidates Make -- And How to Avoid Them: Don't lose your dream job by making these common mistakes. Learn what many candidates do wrong, and how to avoid these issues. Steps to Prepare for Behavioral and Technical Questions: Stop meandering through an endless set of questions, while missing some of the most important preparation techniques. Follow these steps to more thoroughly prepare in less time.*

*Featuring expert advice for applying to graduate school in clinical and counseling psychology--as well as profiles of more than 300 doctoral programs--this authoritative resource has now been updated for 2020/2021. More than 150,000 prospective students have used the Insider's Guide to find the programs that meet their needs and maximize their chances of getting in. Profiles include each program's specializations or tracks, admission requirements, acceptance rates, financial aid, research areas, and clinical opportunities. A detailed time line and multiple worksheets help students complete key prerequisites, decide where to apply, develop their credentials, put together strong applications, and make an informed final decision. The 2020/2021 Edition includes profiles of 14 additional programs, plus updates about the application process.*

*The job market has never been more competitive, and marketing yourself can be tricky. This title offers practical, step-by-step advice on preparing, writing, and presenting an impressive CV that will help you 'get your foot in the door' with prospective employers. Covering essential issues such as identifying your goals, creating different types of CV and a fantastic covering letter to go with them, this is a must-read for all job-hunters.*

*A Guide to Employability*

*Trade Secrets of Professional Resume Writers*

*Stand Out from the Crowd*

*The Nextgen Librarian's Survival Guide*

*How to make sure you stand out from the crowd*

*The Muse Playbook for Navigating the Modern Workplace*

*150 Programming Interview Questions and Solutions*

*Leading and Managing in Nursing, 5th Edition, by Patricia Yoder-Wise, successfully blends evidence-based guidelines with practical application. The new edition is designed to prepare you for the nursing leadership issues of today and tomorrow, providing just the right amount of information to equip you with the tools you need to succeed on the NCLEX and in practice. This thoroughly updated edition is organized around the issues that are central to the success of professional nurses in today's constantly changing healthcare environment, including patient safety, workplace violence, consumer relationships, cultural diversity, resource management, and many more. Merges theory, research, and practical application for an innovative approach to nursing leadership and management. Offers a practical, evidence-based approach to today's key issues, including patient safety, workplace violence, team collaboration, delegation, managing quality and risk, staff education, supervision, and managing costs and budgets. Features easy-to-find boxes, a full-color design, and new photos that highlight key information for quick reference and effective study. Research and Literature Perspective boxes summarize timely articles of interest, helping you apply current research to evidence-based practice. Includes critical thinking questions in every chapter, challenging you to think critically about chapter concepts and apply them to real-life situations. Provides Chapter Checklists for a quick review and study guide to the key ideas in each chapter, theory boxes with pertinent theoretical concepts, a glossary of key terms and definitions, and bulleted lists for applying key content to practice. Features new chapters on Patient Safety and Workplace Violence, illustrating the nurse manager's role in ensuring patient and worker safety. Includes Need to Know Now, bulleted lists of critical points that help you focus on essential research-based information in your transition to the workforce. Gives current research examples in the Evidence boxes at the end of each chapter, illustrating how to apply research to practice. Provides case-based Challenge and Solutions case scenarios of real-life leadership and management issues, giving you contemporary scenarios covering current issues in nursing leadership and management. Looks at concepts of interest to new and aspiring librarians, including library school, job-hunting, entry-level positions, career advancement, stereotypes, diversity, networking, and achieving work-life balance.*

*Developing Workplace Skills focuses on providing the learner not only with information about the vital steps to successful job hunting, but also offers a series of activities for groups or individuals to explore and develop the relevant key skills required in the workplace.*

*The best and most up-to-date guidance available on writing and presenting the perfect CV is back in a new edition. This is the most definitive and well-researched guide to planning, writing and presenting compelling CVs to maximise your chances of getting an interview. The guidance in this book has been tried, tested and honed to perfection. The unique content includes a chapter on avoiding the most common CV mistakes, which only a few of the very best CVs actually manage to do. Written by the CEO of the UK's leading CV consultancy service, James Innes, the book is supported by exclusive online tools and bonus content including sample CV templates to help you target your CV to the specific industry you're applying to.*

*Managing Your Professional Identity Online*

*The CV Book 2nd Edition*

*The New P.E. Teacher's Handbook (eBook version)*

*How to Stand Out from the Crowd*

*How to Find Out What You're Good at and Enjoy - Then Get Someone to Pay You for It*

*How to Convert Your One to One Advice Skills to Work with Groups*

*The One Page CV*

*"...this... guide to the ever-changing modern workplace, Kathryn Minshew and Alexandra Cavoulacos, the co-founders of [the] career website TheMuse.com, show how to play the game by the New Rules, [explaining] how to figure out exactly what your values and your skills are and how they best play out in the marketplace ... [They] guide you as you sort through your countless options [and] communicate who you are and why you are valuable and stand out from the crowd!"--*

*Create your own e-Portfolio and Communities of Interest within an Educational or Professional Organization.*

*For anyone who wants to have a more fulfilling and successful work life, this coach-in-a-book will guide you step-by-step through the process of finding your ideal career. Whether you are looking for your next opportunity, stuck in a rut, or even wanting a complete change of career, this book will help you have a happy, successful career. It is packed with smart advice; clever exercises; insights from world-class careers experts; and stories from people, like you, who've already taken the journey. BRILLIANT OUTCOMES Understand what makes you happy at work and how to identify your ideal job Create a plan to ensure your future success and satisfaction Know every technique to land the job of your dreams Use smart ways to get ahead and stay ahead at work Know that your future work will be fulfilling and rewarding.*

*The ultimate guide to marketing yourself in a CV or resume, and ensuring you make a professional impression in any job search. The job market has never been more competitive, and marketing yourself can be tricky. And nothing raises a red flag for an employer than a poorly-written or badly-presented CV or resume. This handy guide offers practical, step-by-step advice on preparing, writing, and presenting an impressive document - either on paper or online - that will help you to 'get your foot in the door' with prospective employers. Covering essential issues such as identifying your goals, creating different types of CV, or coming up with a fantastic and persuasive letter to go with them, this is a must-read for job hunters at any stage of their career.*

*Beginner's Guide*

*How to Find and Follow your dream career*

*A Guide to Financial Literacy and Life*

*How to Prepare for a Career and Land a Job at Apple, Microsoft, Google, or any Top Tech Company*

*The Career Change Handbook 4th Edition*

*Create your own high impact CV. Clever, clear, and comprehensive. Get noticed and beat the competition.*

*Landing a Library Job*

*How to Get That Job!* is a no-nonsense guide, providing much-needed support when it comes to job hunting.

*A successful career move involves people matching their ideas, passions and goals to the needs of employers and vice versa. Full of practical examples of what works and what doesn't in the world of work, this book explains what employers need and how you can place yourself to deliver it. Whether you are looking for a new career or want to move to a different job, here you will find out how to know yourself, identify what you have to sell, structure your job search, target your CV, network successfully, respond to advertisements, conduct interviews and get the best out of agencies. Plenty of sample letters and CVs, exercises and useful addresses will make sure that your next career move is a move in the right direction. Contents: Acknowledgements; Preface to the fourth edition; Introduction: 1. What do you really want to do?; 2. Your main marketing tool; 3. The best way - networking; 4. The next best way; 5. Helping others to help you; 6. Meeting of minds; 7. The negotiation game; 8. In the new position; Appendices; Bibliography; Useful addresses; Index.*

*From the creator of the popular website Ask a Manager and New York's work-advice columnist comes a witty, practical guide to 200 difficult professional conversations--featuring all-new advice! There's a reason Alison Green has been called "the Dear Abby of the work world." Ten years as a workplace-advice columnist have taught her that people avoid awkward conversations in the office because they simply don't know what to say. Thankfully, Green does--and in this incredibly helpful book, she tackles the tough discussions you may need to have during your career. You'll learn what to say when • coworkers push their work on you--then take credit for it • you accidentally trash-talk someone in an email then hit "reply all" • you're being micromanaged--or not being managed at all • you catch a colleague in a lie • your boss seems unhappy with your work • your cubemate's loud speakerphone is making you homicidal • you got drunk at the holiday party Praise for Ask a Manager "A must-read for anyone who works . . . [Alison Green's] advice boils down to the idea that you should be professional (even when others are not) and that communicating in a straightforward manner with candor and kindness will get you far, no matter where you work."--Booklist (starred review) "The author's friendly, warm, no-nonsense writing is a pleasure to read, and her advice can be widely applied to relationships in all areas of readers' lives. Ideal for anyone new to the job market or new to management, or anyone hoping to improve their work experience."--Library Journal (starred review) "I am a huge fan of Alison Green's Ask a Manager column. This book is even better. It teaches us how to deal with many of the most vexing big and little problems in our workplaces--and to do so with grace, confidence, and a sense of humor."--Robert Sutton, Stanford professor and author of The No Asshole Rule and The Asshole Survival Guide "Ask a Manager is the ultimate playbook for navigating the traditional workforce in a diplomatic but firm way."--Erin Lowry, author of Broke Millennial: Stop Scraping By and Get Your Financial Life Together*

*Chris Webster's handy, informative guide outlines what it takes to become an archaeological technician, a field worker in cultural resource management (CRM) archaeology. Based on his popular blog feature, Shovelbums, Field Archaeologist, Webster offers young archaeologists useful advice about CRM work, including writing, cooking in hotel rooms, hand-mapping, surviving unemployment, life after archaeology, and more. It provides tools new CRM archaeologists need to get hired and to live life on the road in a fluctuating job market, as well as details on how to succeed as a field archaeologist. Appendices cover sample job hunting documents and checklists for fieldwork. If you will be pursuing a position in this dynamic, challenging field, this book is a must-read both before you apply for that first job and once you get one.*

*Mastering Academe*

*A Guide for Faculty, Staff, and Administrators*

*Mahara Eportfolios*

*Your definitive guide to writing the perfect CV*

*The Brand Mapping Strategy*

*A Career Guide*

*Get That Job: CVs*

*This book takes a hands-on approach to skills development and will help your students to stand out from the crowd, both during their studies and when applying for jobs. It supports students in the development of key organisational and interpersonal skills, including time management, teamwork and leadership, through activities and reflective tasks. It also provides practical guidance on developing vital entrepreneurial attributes, such as critical thinking, problem solving, and articulating these skills to prospective employers. This text is an essential resource for all students looking to develop the skills, experience and attributes which are desired by today's employers. It is also ideal for students on personal development planning and employability modules across all disciplines and levels.*

*Looking for a job is hard work; it can be a difficult and frustrating process, especially if you're a college student trying to juggle academics and other responsibilities. In Getting Hired, author Frances R. Schmidt offers a quick and easy job search handbook for graduates and soon-to-be-graduates that presents a five-step approach for getting hired during difficult economic times. Getting Hired helps college graduates successfully get hired by encouraging, motivating, and teaching them how to focus on the employers needs in any economic circumstances. It covers the nuts and bolts of the entire hiring process; realizing the importance of networking; marketing one's qualifications; preparing a resume and writing a cover letter; getting results from the portfolio; learning the art of interviewing. Schmidt, an experienced career counselor, shows how graduates can and will get hired if they distill the job search process down, step-by-step, to achieve employment career success in any job situation. Learn how to successfully market yourself in order to make a smooth transition from college to career. Praise for Getting Hired The text is comprehensive and offers clear and concise messages important to job seekers. Dr. Timothy Gallineau, Interim Chair and Faculty Higher Education Administration Department, Buffalo State College, Buffalo, New York*

*For more than 15 years, The Academic Job Search Handbook has assisted job seekers in all academic disciplines in their search for faculty positions. The guide includes information on aspects of the search that are common to all levels, with invaluable tips for those seeking their first or second faculty position. This new edition provides updated advice and addresses hot topics in the competitive job market of today, including the challenges faced by dual-career couples, job search issues for pregnant candidates, and advice on how to deal with gaps in a CV. The chapter on alternatives to academic jobs has been expanded, and sample resumes from individuals seeking nonfaculty positions are included. The book begins with an overview of the hiring process and a timetable for applying for academic positions. It then gives detailed information on application materials, interviewing, negotiating job offers, and starting the new job. Guidance throughout is aimed at all candidates, with frequent reference to the specifics of job searches in scientific and technical fields as well as those in the humanities and social sciences. Advice on seeking postdoctoral opportunities is also included. Perhaps the most significant contribution is the inclusion of sample vitas. The Academic Job Search Handbook describes the organization and content of the vita and includes samples from a variety of fields. In addition to CVs and research statements, new in this edition are a sample interview itinerary, a teaching portfolio, and a sample offer letter. The job search correspondence section has also been updated, and there is current information on Internet search methods and useful websites.*

*Sox lies and stand out more. About six seconds -- that's how long your CV will be considered before it's consigned to the bin forever. If you don't grab attention quickly, you'll be rejected without a second thought. Your CV must be high impact, concise and optimised if it's to do its job, and The One Page CV shows you exactly how to do it. It's proven to work. It's tried and tested. It's written by an expert. Avoid the pitfalls that your competition will be making. Transform your CV into a targeted, high-impact, job-winning tool. Spotlight your professional skills, qualifications and experience. Write smartly and persuasively so recruiters want to read your CV Remember -- you've got six seconds. That's all. Why waste it?*

*The Academic Job Search Handbook*

*The New Rules of Work*

*Leading and Managing in Nursing - E-Book*

*The Google Resume*

*How to Get Into and Survive Film, Advertising and TV Post-Production - The Alternative Guide*

*The Real Secret to Finding a Job? Make Me Money or Save Me Money!*

*The One Page CV Create your own high impact CV. Clever, clear, and comprehensive. Get noticed and beat the competition. Pearson UK*

*Letting a student write an electronic inspection copy here: Are you a student thinking about the next steps in your career or study? Are you taking an employability module at university or are you just keen to learn more about how to get the job you want? If you answered yes to any of the above, then this book is for you! Clear, focused and strategic it is written as a series of FAQs and builds upon real student experiences. Designed to help the modern student it offers pragmatic, jargon-free advice which will help you to move forward into a successful job application or career change. Key features of the book include: Advice from current students, graduates and employers Exercises designed to provide a 'quick fix' when faced with challenges Checklists enabling you to record progress as you move through sections or tasks Practical step you can take to sustain momentum as you move through your studies. This is an ideal guide to making the most of your skills, beating the competition and getting your ideal job! SAGE Study Skills are essential study guides for students of all levels. From how to write great essays and succeeding at university, to writing your undergraduate dissertation and doing postgraduate research, SAGE Study Skills help you get the best from your time at university. Visit the SAGE Study Skills hub for tips, resources and videos on study success!*

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*A fundamental paradigm shift has occurred in marketing and branding. Today the most successful CEOs, executives, entrepreneurs and enterprises set their sites on developing a long-term platform instead of a short-term strategy that supports and builds buzz for their personal or business brand. That's really the key to the new business mindset -- the recognition that branding and marketing are an ongoing, steady stream of small efforts, not a series of gigantic pushes. Social media, blogging and other business development activities -- both online and off -- are about the persistent, ongoing process of building a platform, creating credibility and increasing the number of people that you funnel into your potential client and network pipeline. Converting those people into clients or fans may take a month, a year or two years, but the new mindset leads you to strategies that will keep that pipeline full. In short, you need to start a bunch of small fires to keep your brand burning hot. How can today's CEOs, executives and entrepreneurs keep these fires going and powerfully get their messages across, motivate others to action and be authentic? It all while simultaneously shepherding initiatives from creation to implementation in high-demand markets? CEO, executive and team branding are key factors that enable effective leaders to achieve peak performance, gain greater influence in their industries and generate increased engagement within their companies. By creating a brand (business or personal) by design instead of default, leaders and companies bring their brand promise into every interaction across the board. A personal, team or business brand is not just a single statement or a clever quip but a multilayered, congruent narrative told across multiple channels -- online and off -- within the organization and to the business community at large. The power is in knowing how to tell the story. The book will introduce CEOs and executives in Fortune 500 companies and entrepreneurs in SMBs to the SMG Brand Mapping Process®, a process that will guide them in creating personal, team and business brands that work in harmony and parallel with each other.*

*How to Navigate Clueless Colleagues, Lunch-Stealing Bosses, and the Rest of Your Life at Work*

*Business*

*The Fundamentals of HTML5*

*A Positive Approach to Securing the Job You Want*

*Handbook for College Graduates*

*The Essential Guide To Turning Your Ph.D. Into a Job*

*The Groupwork Toolkit*

*Print+CourseSmart*

*This is an indispensable career guide for everyone wanting to work in or already working in the international development and humanitarian emergencies sector. It provides a general introduction and insight into the sector, for those exploring it as a potential career, and offers students up-to-date advice when choosing a course whether it's at undergraduate or postgraduate level. Should they study International Development, or will Public Health, Environmental studies or Media get them closer to where they want to go? This book offers graduates or career changers who are new to the sector an understanding of what skills and experience will make them stand out above the competition and get that job. It enables those already working in the sector to gain a long term view of where they want to go and how they might structure their professional development to gain the skills and competencies necessary to get their career on to an upward trajectory. This book draws heavily on insiders' advice, case studies and top tips, to provide the reader with various perspectives and insights. How do you become a country director for an international NGO? How can one become a gender mainstreaming expert? What can you do to get in to consultancy? Career trajectories, Career clinics Q&A boxes and the personal planner in the appendix will help you get to where you want to go. It also gives a detailed account of the myriad of careers and specialism available within the sector and methodologically describes the pros and cons of each option. So if you are not sure where you want to go with your career, you will be after you have read this book. Whether it's Programme Management, becoming an Environmental Advisor, or an Academic this book will give you an insight into what the job entails and how you can get in to it. It will be an invaluable guide to all readers, irrespective of whether they are interested in the sector.*

*This book is an alternative guide to the skills required to get into and have a successful career in the post-production industry. It is filled with tips on how to choose the segment of the industry you wish to work in, key roles; how to get them and what they entail. The 'Rules for Survival' are packed with little secrets on how to interact with clients and colleagues and how to get out of awkward situations with dignity. This is the essential guide to working successfully in the ever-changing and increasingly competitive global landscape of post-production. Klaudija Cermak is a visual effects artist working in London's Soho. She has over 20 years' experience in film, advertising and TV post-production. Her credits include Gladiator, Harry Potter, Troy, Virtual History and numerous commercials for major brands.*

*The definitive career guide for grad students, adjuncts, post-docs and anyone else eager to get tenure or turn their Ph.D. into their ideal job Each year tens of thousands of students will, after years of hard work and enormous amounts of money, earn their Ph.D. And each year only a small percentage of them will land a job that justifies and rewards their investment. For every comfortably tenured professor or well-paid former academic, there are countless underpaid and overworked adjuncts, and many more who simply give up in frustration. Those who do make it share an important asset that separates them from the pack: they have a plan. The underdog and exactly what they need to do to get themselves up for success. They know what really moves the needle in academic job searches, how to avoid the all-too-common mistakes that sink so many of their peers, and how to decide when to point their Ph.D. toward other, non-academic options. Karen Kalsky has made it her mission to help readers join the select few who get the most out of their Ph.D. As a former tenured professor and department head who oversaw numerous academic job searches, she knows from experience exactly what gets an academic applicant a job. And as the creator of the popular and widely respected advice site The Professor Is In, she has helped countless Ph.D.'s turn themselves into stronger applicants and land their dream careers. Now, for the first time ever, Karen has poured all her best advice into a single handy guide that addresses the most important issues facing any Ph.D., including: -When, where, and what to publish -Writing a foolproof grant application -Cultivating references and crafting the perfect CV -Acing the job talk and campus interview -Avoiding the adjunct trap -Making the leap to nonacademic work, when the time is right The Professor Is In addresses all of these issues, and many more.*

*Cover Letter Magic*

*The Ultimate CV Book*

*Getting a Job and Working in Cultural Resource Management*

*Great Answers to Tough CV Problems*

*85 Useful Tips to Work Now*

*CV Secrets From a Top Career Coach*

*Write the Perfect CV and Get that Job*

*This ebook is a great reference tool for any Physical Education teacher. Includes over 80 full-length lesson plans! Also includes information to help you prepare for the job hunt, create your program, enhance your program and develop yourself further as a professional! Everything you need to get your PE career going!*

*This HTML5 book is an essential, step by step guide on how to learn the basics of HTML, computer programming and developing for beginners, taking you through the best software developing. It is not a developing routine it's tied in with changing your mentality that grasps incredible sustenance when programming. From basic structure of HTML, Thijs Nijenhuis shares all the components of HTML in 5 sections, namely, basic page structure, page content, content structure, learning HTML5, Features of HTML and how you can get the most out of your computer programming. In his signature, exquisite style. Pressed with striking photographs and basic, simple directions, precisely, he gives an establishment to an unadulterated, natural, programming routine, so you can look and try rest peacefully while getting the most out of the information you will get from this guide.*

*Praise for BUFFETT'S TIPS "John Longo and his son, Tyler, have performed a valuable service, taking the wisdom of Warren Buffett (the supply of which is ample) and distilling from it 100 'tips,' with the authors' own explanatory text, to guide the reader from financial ignorance to a degree of financial literacy. Along the way, there are useful lessons for life in general. If you have a friend, child, or parent who needs a pathway to a better understanding of some financial fundamentals, get this book for them--it'll go a long way to bringing them up to speed."--Simon Lorne, Vice Chairman and Chief Legal Officer, Millennium Management LLC; former Partner, Munger, Toles & Olson "Priceless. 100 investment and life tips from the Oracle--a great read for the beginning investor."--S. Basu Nullick, retired Portfolio Manager and Managing Director, Neuberger Berman; former General Partner, Omega Advisors; noted value investor; former*

*"Marketwatch Fund Manager of the Year" "John Longo has a well-earned reputation for excellence in teaching at the University level. Working with his son Tyler, John now extends his passion for education out of the classroom and across generations with this guidebook to the essential tools for financial proficiency."--Gregory P. Francfort, noted value investor; former Institutional Investor "All-Star Analyst" "John and his son have written an invaluable guide steeped in the wisdom of Warren Buffett. Marrying sound financial advice with general life lessons, Buffett's Tips provides a solid foundation for advancing financial literacy across a broad multi-generational audience."--Joshua Rosenbaum, Joshua Pearl, Joseph Gasparro, co-authors, The Little Book of Investing Like the Pros and Investment Banking: Valuation, LBOs, M&A, and IPOs*

*Robert B. Taylor, MD, has edited this book that introduces physicians and clinicians to an academic career in the health professions. Written from the clinician's viewpoint, it guides readers who are considering or who have recently embarked upon such a career through the essentials. Taylor's approach is practical and well rounded. He integrates evidence-based information from the medical literature with anecdotes from contributors notes for their success in a spectrum of disciplines at top academic medical centers. Taylor addresses the career decision-making process, job hunting, and life in academia. He also focuses on skills for success--from testing to grant writing. Advice on clinical practice, career management, and the work/life balance is plentiful. The book dispels common myths and outlines errors to avoid. Differences in expectations and culture among teaching hospitals, medical schools, and academic medical centers are considered throughout. Sources for more information are provided as well.*

*Developing Workplace Skills*

*Seven Steps to a Successful Career*

*Get That Job: CVs and Resumes*

*The Professor Is In*

*Insider's Guide to Graduate Programs in Clinical and Counseling Psychology*

*Cracking the Coding Interview*

*Field Archaeologist's Survival Guide*

*How do I find out what the employer really wants? How do I get noticed when applying online? How can I keep it to 2-3 pages? What is 'CV Language' and how can I learn it? How do I get around the obstacle of something embarrassing in my CV (eg dismissal or unemployment)? What about social networks? What if I seem over- or under-qualified for the job? Great Answers to Tough CV Problems will help you solve these and many more of the burning questions that face today's job seeker. Perhaps you want a career change, have been job-hopping for some time or are returning to work after a career break? Jenny Rogers examines the potential pitfalls across a range of common job-hunting situations and shows how to put together a CV that will make the most of your skills and experience, make an impression and secure that all-important job interview. Online supporting resources for this book include downloadable sample CVs.*

*2020/2021 Edition*

*Key Skills for Study, Work and Life*

*The New Nurse Educator*

*You're Hired! Find Work at 50+*

*Brilliant Career Coach*

*Design, Build, and Accelerate Your Brand*

*Learn to Code So You Can Improve in Your Career!*