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Ultimate Interview: 100s of Great Interview Answers Tailored to Specific Jobs (Ultimate Series)

Lynn Williams

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Lynn Williams : Ultimate Interview: 100s of Great Interview Answers Tailored to Specific Jobs (Ultimate Series) before purchasing it in order to gage whether or not it would be worth my time, and all praised Ultimate Interview: 100s of Great Interview Answers Tailored to Specific Jobs (Ultimate Series):

In today's ultra competitive job market, only the best prepared candidates have a chance of standing up to the competition and progressing through the various stages of the interview process. From the best-selling Ultimate series,

Ultimate Interview will give you all the background information that you need as well as essential practice to successfully navigate the interview rounds and secure that job offer. Uniquely among interview guidebooks, it organises common interview questions according to specific job types, such as management, sales and marketing, administrative and clerical. Each section looks at the thinking behind the questions, and suggests an effective method of answering by utilising your experience and skill set, and demonstrating your ambitions. This new edition also focuses on how to transfer the crucial softer skills associated with successful interviews such as how to convey your alignment to your future employer's values or demonstrate that you are the most willing rather than just capable candidate. With additional advice on researching the background to a vacancy, and how skills and characteristics can be assessed and developed, this book is a must-have for all serious job hunters.

About the Author Lynn Williams is a career counselor and trainer who runs workshops on resume writing and interview techniques. She writes regularly for a wide range of publications on job search and career issues.