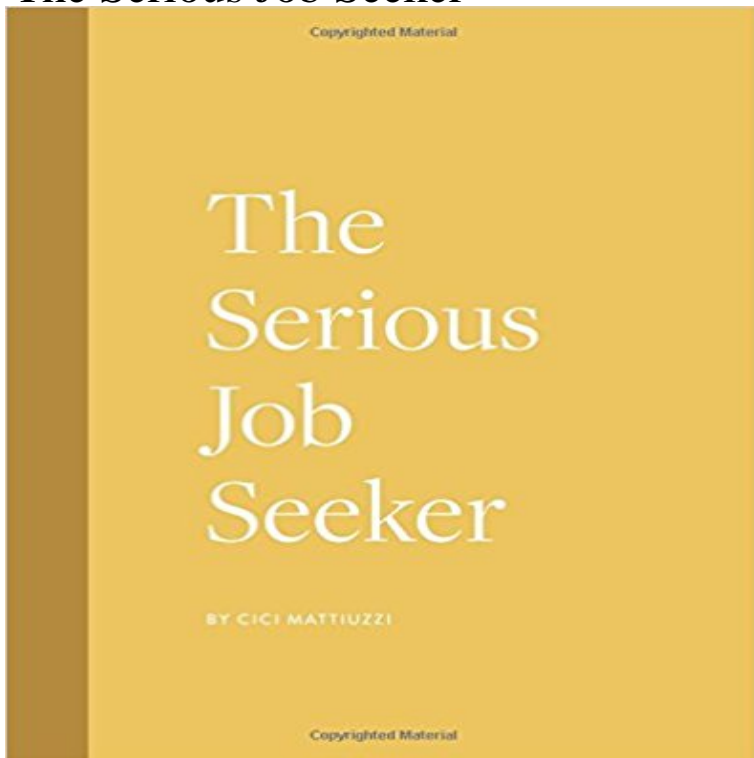


The Serious Job Seeker



The Serious Job Seeker is for anyone who wants to do what they love and love what they do. The desire for satisfying and meaningful work is universal. The Serious Job Seeker is a book for anyone engaged at any level in the process of choosing a career, finding a job, making a change, or moving up the ladder. The ideas in this book come from 30 years of experience helping individuals through the career planning process. Cici Mattiuzzi has worked with students at the beginning of their career, and with seasoned professionals on the same quest. The need to find oneself in a meaningful career is essential to a person's sense of worth. Finding a company that values you and a boss who empowers you is priceless. Figuring out where to begin is the hardest part. The Serious Job Seeker takes you through the process from start to finish. If you are discovering your purpose, looking for a job, recovering from a layoff, interviewing, writing a resume, creating a portfolio, or negotiating a salary, this book is for you. All of the essential elements of an effective, proactive career plan and job search are included. The Serious Job Seeker engages you in a step-by-step self-assessment. It helps you find your motivated skills, interests, goals, and values, and teaches you how to link them to industries and companies that best suit you. It shows you how to explore occupations that are growing and avoid occupations that are declining. It will tell you how to avoid bad employers. The Serious Job Seeker will teach you to research and develop a list of target industries and companies based on your preferences. You will learn how to define who you are and find the very best employer for you. The Serious Job Seeker includes samples of high impact resumes and highly effective cover letters. It includes tips on how to approach employers and how to be successful in

interviews. First time career seekers, students, career changers, and executives looking for a better ladder to climb will find this book an essential tool for identifying and attaining their full potential.

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