



Career Building Your Total Handbook for Finding a Job and Making It Work

By -

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Your one-stop guide to finding a job, navigating the corporate

ladder, and leaving when the time is right. Did you know that: 60

of hiring managers will offer a higher salary if asked? 14 of

workers have used happy hour to get ahead? 66 of businesses

monitor Internet use? 77 of workers feel burnout on the job? From

the experts at CareerBuilder.com, America's largest online job

site, comes a complete handbook for career domination.

Whether it's answering the questions the interviewers are really

asking, making the most of your performance reviews, or

quitting with great references and without burning bridges,

Career Building explains it all. This book offers everything from

job hunting basics to hiring manager secrets, office survival

advice to career change suggestions, workplace statistics to

sample resignation letters, and more. Whether you're looking

for your first job or your fortieth, or you're just eager to move

up the ranks at your current company, this is the one and only

guide you need to create the career you've always wanted. This

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