

Job Search Guides

The Idealist Guide to Nonprofit Careers for First-time Job Seekers
The Wisdom of Crowds
What Color Is Your Parachute? 2016
Guide to Internet Job Searching
2006-2007
Boomers Job Search Guide
Bossed Up
The Professor Is In
What Color Is Your Parachute? Guide to Job-Hunting Online, Sixth Edition
Becoming an Architect
Job search guide
Professional Resume/job Search Guide
What You Need to Know about Job Searching
How to Find Fulfilling Work
A Guide to the Project Management Body of Knowledge (PMBOK(R) Guide-Sixth Edition / Agile Practice Guide Bundle (HINDI)
The Professional Resume and Job Search Guide
The Chicago Guide to Landing a Job in Academic Biology
Public Interest Job Search Guide
Job Search Guide
Fast Track Guide to a Professional Job Search
The Official Dice
Technology Job Search Guide
The Compleat Academic
The Career Coward's Guide to Changing Careers
Surviving the Job Search
The 2-Hour Job Search
Peuples Du Triangle D'or
The Nursing Job Search Handbook
The Vault Guide to Resumes and Job-hunting Skills
Going Alt-Ac
Navigating an Academic Career: A Brief Guide for PhD Students, Postdocs, and New Faculty
The Practical Job-Search Guide
The Successful Introvert
How to Find a Job when There are No Jobs
Careers
Great Pajama Jobs
Guide to Internet Job Searching
Start-to-Finish Job Search Guide
MLA Handbook for Writers of Research Papers
Over-40 Job Search Guide
The Smart Guide to the Perfect Job Interview
Public Interest Job Search Guide

The Idealist Guide to Nonprofit Careers for First-time Job Seekers

The Wisdom of Crowds

Demystifies the academic career path with practical advice With the number of people being awarded PhDs growing far more rapidly than the supply of academic jobs, those at an early-career stage must think strategically in order to be competitive and successful. *Navigating an Academic Career: A Brief Guide for PhD students, Post docs, and New Faculty* is a concise and conversational manual that guides readers through starting their academic journey, surviving the demands of their first academic position, and thriving in academia and beyond. Volume highlights include: Firsthand perspective on the characteristics of a successful academic Guidance on interviewing, negotiating, branding, and other essential soft skills Tips for effective time management and writing high-impact research papers Insights into developing leadership skills and mentoring others The American Geophysical Union promotes discovery in Earth and space science for the benefit of humanity. Its publications disseminate scientific knowledge and provide resources for researchers, students, and professionals.

What Color Is Your Parachute? 2016

Offers detailed, step-by-step guidance in preparing an effective resume and cover letters and overcoming obstacles in a job search.

Guide to Internet Job Searching 2006-2007

Revised and updated in 2019 "This is the prettiest, most well-organized, useful and up to date guide to careers that I have ever seen." - Dick Bolles, author, What Color Is Your Parachute? Imagine your dream job. Whether you're set on making big bucks or a big difference, this is the go-to guide to get you there. ?? This comprehensive careers handbook is packed with ideas and inspiration to set you on the right career path. Tailor made to suit your individual strengths and interests, you'll work out where you want to go and the exact route to take. From actors, architects, astronauts, and air traffic controllers to soldiers, software engineers, school teachers, and sports stars, there are 400 exciting careers up for grabs and that means something for everyone.?? Explore the world of education, training, and work as never before using this eye-catching format and colorful graphics to keep things clear and simple. Each industry chapter introduces a variety of possible career options explored in detail, alongside an industry profile, suggested skillset, essential qualifications, salary expectations, possible routes into

the industry, and similar career alternatives. The Careers Handbook is your own personal careers advisor, on hand to give you all the information and answers you need on the way to your perfect job. Fields included: - Health and Medicine - Sports, Leisure, and Tourism - Arts, Crafts, and Design - Performing Arts, Media, and Journalism - Sales, Marketing, and Advertising - Administration and Business Management - Finance, Law, and Politics - Information Technology and Computing - Science and Research - Animals, Farming, and the Environment - Engineering and Manufacturing - Construction - Transportation - Security and Emergency Services - Social Service and Teaching

Boomers Job Search Guide

Listings of industry-specific boards that are usually not well-known outside an industry
Reviews of popular listings and recruiting websites to help focus the search

Bossed Up

This guide covers the ten primary aspects of the job search focused on specific information for the over-50 worker. It includes examples of resumes and letters; inspirational quotes; lists of employers that target older workers; and a listing of

traits the older worker is selling. (Careers/Job Opportunities)

The Professor Is In

What Color Is Your Parachute? Guide to Job-Hunting Online, Sixth Edition

Gelberg presents strategies used by successful people--including celebrities--to manage their introversion or shyness while becoming successful in professional endeavors.

Becoming an Architect

Provides important job search information including specific steps that job seekers can follow to identify employment opportunities. Covers: job hunting strategies, learning skills and techniques for successfully completing the applicant screening process, as well as identifying other resources that can be helpful in locating employment. Bibliography. Graphs and drawings.

Job search guide

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Download this bestselling career book by Paul Rega, nationally recognized Executive Recruiter with over twenty-eight years of job hunting and career planning experience. The book rocketed to #1 in Job Hunting, Careers and Resumes and was ranked in the Top 20 at #14 on Amazon. This is a must read for anyone who is looking for a new job or wants to change careers in the worst economy since the Great Depression. Paul Rega is president of a retained executive search firm he founded in 1985. His provocative new book strikes a nerve with millions of displaced workers and goes well beyond the principles of job hunting. He introduces a revolutionary new concept in career management and personal development called "Intuitive Personal Assessment." Paul takes his readers on a powerful journey as he tells a gripping story about his own career and the unique challenges he's faced as an executive recruiter. The author shares his vast knowledge of career planning and the inner workings of the job search process, citing hundreds of proven and effective job search techniques. He explains how to market your background to a targeted audience, interviewing skills and techniques, network building strategies, how to utilize personal and business contacts, effective use of social media, including LinkedIn, Facebook and Twitter, insider tips on working with recruiters, salary and benefits negotiation, how to write a resume, cover and follow-up letters, how to start and succeed in your own business and much more. Despite the many challenges faced by those suffering as a result of the weak job market, Paul believes that change in one's life can be

positive. He explains that, "Change throughout your life is inevitable, and as your life changes so often does your career." His book is an effective guide that will provide you with the necessary tools, skills and inside knowledge from a professional recruiter to help you navigate through difficult economic times and find a new job or change careers.

Professional Resume/job Search Guide

What You Need to Know about Job Searching

An executive-level job search is unique. As a professional, you are used to delivering results, and seeing results delivered to you in return. You have little patience with methods that are lengthy or ambiguous or that rarely hit their mark. Therefore, in today's competitive marketplace and challenging economic climate, "your" job search is particularly challenging, and finding the right professional position for "you" can become complex and frustrating. "The Fast Track Guide to a Professional Job Search" was written to take the guesswork out of finding the right executive-level position for you. Serving as your handy guide and indispensable companion, it contains everything you need to drive your job search and career forward. It takes you all the way from setting your career path, through the

planning and strategizing, the execution, the emotional rollercoaster, and all the way to offer evaluation and acceptance. Written by Joanie Natalizio, a professional executive coach who steers a successful business coaching practice, 'The Fast Track Guide to a Professional Job Search' teaches you to distinguish yourself, present your unique strengths and capabilities, and make sure an offer is a good fit for you before you accept it. All through the book, the easy to use checklists make sure you stay on track. How to create a professional biography and tips on evaluating compensation packages are just a few of the many executive job search topics discussed. Joanie reveals little known tips traditionally restricted to executive career coaching sessions, so that you have an extra edge in your job search. With "'The Fast Track Guide to a Professional Job Search'" at hand, you can proceed in your executive job search with clarity, competence and complete confidence.

How to Find Fulfilling Work

The Chicago Guide to Landing a Job in Academic Biology is an indispensable guide for graduate students and post-docs as they enter that domain red in tooth and claw: the job market. An academic career in the biological sciences typically demands well over a decade of technical training. So it's ironic that when a scholar reaches the most critical stage in that career—the search for a job following graduate work—he or she receives little or no formal preparation. Instead, students

are thrown into the job market with only cursory guidance on how to search for and land a position. Now there's help. Carefully, clearly, and with a welcome sense of humor, *The Chicago Guide to Landing a Job in Academic Biology* leads graduate students and postdoctoral fellows through the perils and rewards of their first job search. The authors—who collectively have for decades mentored students and served on hiring committees—have honed their advice in workshops at biology meetings across the country. The resulting guide covers everything from how to pack an overnight bag without wrinkling a suit to selecting the right job to apply for in the first place. The authors have taken care to make their advice useful to all areas of academic biology—from cell biology and molecular genetics to evolution and ecology—and they give tips on how applicants can tailor their approaches to different institutions from major research universities to small private colleges. With jobs in the sciences ever more difficult to come by, *The Chicago Guide to Landing a Job in Academic Biology* is designed to help students and post-docs navigate the tricky terrain of an academic job search—from the first year of a graduate program to the final negotiations of a job offer.

A Guide to the Project Management Body of Knowledge (PMBOK(R) Guide-Sixth Edition / Agile Practice Guide Bundle (HINDI)

This volume is a collection of information about the concerns and problems of the beginning social scientist in the academic and nonacademic world. Covering topics from the senior graduate student's job search to the assistant professor's research and teaching experiences, this book serves as an official introduction to the "rules of the academic game."

The Professional Resume and Job Search Guide

To support the broadening spectrum of project delivery approaches, PMI is offering A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – Sixth Edition as a bundle with its latest, the Agile Practice Guide. The PMBOK® Guide – Sixth Edition now contains detailed information about agile; while the Agile Practice Guide, created in partnership with Agile Alliance®, serves as a bridge to connect waterfall and agile. Together they are a powerful tool for project managers. The PMBOK® Guide – Sixth Edition – PMI's flagship publication has been updated to reflect the latest good practices in project management. New to the Sixth Edition, each knowledge area will contain a section entitled Approaches for Agile, Iterative and Adaptive Environments, describing how these practices integrate in project settings. It will also contain more emphasis on strategic and business knowledge—including discussion of project management business documents—and information on the PMI Talent Triangle™ and the essential skills for success in today's market. Agile Practice Guide has been developed as a resource to

understand, evaluate, and use agile and hybrid agile approaches. This practice guide provides guidance on when, where, and how to apply agile approaches and provides practical tools for practitioners and organizations wanting to increase agility. This practice guide is aligned with other PMI standards, including A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – Sixth Edition, and was developed as the result of collaboration between the Project Management Institute and the Agile Alliance.

The Chicago Guide to Landing a Job in Academic Biology

Find out how to secure and thrive in a work-from-home or remote-access job. Get out of your work clothes and into pajamas for good! Did you fall in love with working from home during the months of coronavirus restrictions? Is working in your pajamas appealing? Do you want to earn some income on the side? In 2020, the workplace has been transformed and working from home has exploded. It may, in fact, be the new reality of working for many of us, some full-time, some as a hybrid work scenario. With some information and expert guidance, you can transform your workday, take control of your time, and explore exciting new opportunities. Great Pajama Jobs: Your Complete Guide to Working from Home is your playbook. Until recently, you may have gone to an office that was uninspiring or chaotic, or spent a large part of your busy day responding to emails and working on computer-tasks that could easily be accomplished from home. You may have

spent hours commuting each day. Then too, you may be a military spouse in search of an ideal remote job to take with you to a new base, or you may need to manage your personal health issues or caregiving duties. Or you may simply want to inch a little closer to a more favorable work-life balance. The truth is you may need the autonomy and flexibility of working remotely for a myriad of reasons. Great Pajama Jobs is your ultimate guide to finding a job where you can work remotely and advance your career while working in pajamas (or certainly something more comfortable than traditional work garb). Learn the nuts and bolts of how to land a remote-access job you love that will allow you to thrive in your career or bring in extra income in retirement Discover up-to-date resources for finding a solid work from home job for professionals Read insightful interviews with professionals who have already made the move successfully Learn more about leading companies recognized for providing remote employment opportunities Explore great remote jobs in a variety of fields There's something here for everyone, a job-hunter's smorgasbord. No, this is not the master list of every job under the sun, but you'll discover plenty of ideas to spur your imagination about how you can make the most of your talents to create work that, well, works for you. Each job description follows this format: the nitty-gritty, pay range, and qualifications needed, with a smattering of job-hunting tips tossed in. In "Kerry's Great Pajama Jobs Workshop," you'll reap the benefits of professional advice and strategies with information to help you land that work-from-home job, including a resume revamp, the best online job boards for home-based positions, tips on time

management and organizing a productive home office, tax advice, and help with saving for retirement when you're on your own. Working from home is here, and it's real. This year's work-from-home mandates for many workers around the world, due to the coronavirus, has pushed many employers to embrace and trust remote work. Technology has already boosted the phenomenal growth of home-based employment in recent years and continues to do so. Remote jobs are popular for a good reason. They save you commute time and allow you to focus on completing your work productively and successfully, and they typically provide employers significant cost savings as well. You have the flexibility to choose career opportunities that do not require you to commit long hours inside an office environment. Experience all that a more flexible position can offer when you look to the guidance found in this remote employment roadmap. If you land home office work, comfortable work clothing or even PJs may be your wardrobe of the future. Great Pajama Jobs will help you get on track to finding the best remote job for you.

Public Interest Job Search Guide

The Nursing Job Search Handbook is a concise manual of highly practical information that will assist nurses at various levels--entry-level job seekers and seasoned clinicians alike--in conducting a successful job search or career change. Genny Dunne brings over sixteen years of experience in the field of career counseling to provide specific advice for developing a professional reputation and

style, along with strategies for learning about job openings, handling interviews, and negotiating a contract. She includes an abundance of resources--sample resumes and cover letters, many up-to-date websites and mailing addresses--and discusses the use of the Internet in job searches. This book also provides useful information on advanced nursing education, licensing boards, and organizations that offer credentialing. Geared to those involved in professions where change, flexibility, and growth are keys to success, *The Nursing Job Search Handbook* provides excellent guidance for advisers, aspiring nurses, and long-term health professionals. Dunne recognizes that the stakes are high in a job search or career transition and offers concrete suggestions that will enable job seekers to secure satisfying work, and job holders to enhance the positions they currently occupy.

Job Search Guide

What Color Is Your Parachute? is the world's most popular job-hunting guide, revised and updated annually, with more than ten million copies sold. This 2016 edition features the latest studies and perspectives on today's job-market, including proven strategies for finding jobs even when everyone tells you there are none. Career expert Richard N. Bolles reveals surprising advice on what works—and what doesn't—so you can focus your efforts on tactics that yield results. This helpful manual shares proven tips for writing impressive resumes and cover letters, as well as guidance for effective networking, confident interviewing,

and the best salary negotiating possible. But it goes beyond that by helping you to zero in on your ideal job—and life—with its classic Flower Exercise. Whether you're searching for your first job, were recently laid off, or are dreaming of a career change, *What Color Is Your Parachute?* will guide you toward fulfilling and prosperous work. From the Hardcover edition.

Fast Track Guide to a Professional Job Search

The Official Dice Technology Job Search Guide

“Simply the best thing in print on the subject of using the Internet in your job search.”-Richard N. Bolles, author of *What Color Is Your Parachute?* Co-published in association with the world-renowned Public Library Association, the *Guide to Internet Job Searching* explores the Web's most comprehensive and informative resources, taking you beyond Monster.com and online newspaper ads-while showing you how to best use all the best resources available.

The Compleat Academic

From the internet to book stores to tips from well-meaning family members, there

seems to be no lack of job search resources. So why haven't you found the perfect job yet? It's not just you! Job search guides all tend to do the same thing: focus on one sliver of the operation without letting readers in on the big picture. Without clear direction, job seekers are left to flounder in the overwhelming mire of general information. In *Surviving the Job Search*, author Jane Snipes uses her accumulated knowledge from over three decades in the recruiting business to highlight only the most vital information from each step of the process. From writing a polished résumé to navigating the actual job search to nailing the interview procedures, Snipes presents it all in a clear, concise format that doesn't just explain the how but also the why. It's time to step out into the job market with confidence. Your dream career is waiting

The Career Coward's Guide to Changing Careers

In today's high-tech, fast-paced world, the job market is incredibly competitive. Searching for even part-time summer work, much less the perfect job, can be time-consuming and challenging. Fortunately, this book has readers covered, with practical tips for honing in-person networking skills and using a variety of reputable online resources to find the positions most suited for their passions and skills. They'll learn how to craft superstar resumes and polished cover letters. Preparing for and acing the job interview is inspirationally explained. Using this resource, readers can confidently begin their journey toward a fulfilling career.

Surviving the Job Search

Intended to complement content on the Dice Web site, this unique career guide is essential reading if you are seeking a better job, changing jobs, or looking for your first job. It provides you with real-world sample resumes, interview dialogue, and helpful career resources, as well as invaluable advice on how you can set yourself about the task of applying for high-competition positions. You'll also learn realistic salary expectations for tech jobs and the importance of certifications, among other vital topics.

The 2-Hour Job Search

In this fascinating book, New Yorker business columnist James Surowiecki explores a deceptively simple idea: Large groups of people are smarter than an elite few, no matter how brilliant—better at solving problems, fostering innovation, coming to wise decisions, even predicting the future. With boundless erudition and in delightfully clear prose, Surowiecki ranges across fields as diverse as popular culture, psychology, ant biology, behavioral economics, artificial intelligence, military history, and politics to show how this simple idea offers important lessons for how we live our lives, select our leaders, run our companies, and think about our world.

Peuples Du Triangle D'or

In this candid, refreshing guide for young women to take with us as we run the world, Emilie Aries shows you how to own your power, know your worth, and design your career and life accordingly. Young women today face an uncertain job market, the pressure to ascend at all costs, and a fear of burning out. But the landscape is changing, and women are taking an assertive role in shaping our careers and lives, while investing more and more in our community of support. *Bossed Up* teaches you how to: Break out of the "martyrdom mindset," and cultivate your Boss Identity by getting clear on what you really want for your career and life without apology; Hone the self-advocacy skills necessary for success; Understand the differences between being assertive (which is part of being a leader) and being aggressive (which is more like being a bully) - and how that clarity can transform your trajectory; Beat burnout by identifying how the warning signs may be showing up in your life and how to prioritize bringing more rest, purpose, agency, and community to your day-to-day life; Unpack the steps to cultivating something more than just confidence; a boss identity, which will establish your ability to be the boss of your life no matter what comes your way. Drawing from timely research, and with personal stories, and spotlights on a diverse group of women from the *Bossed Up* community, this book will show you how to craft a happy, healthy, and sustainable career path you'll love.

The Nursing Job Search Handbook

"The Practical Job-Search Guide" shows you step-by-step how to create your own personal Action Plan, consisting of small, specific, attainable tasks. Each of these tasks will lead you one big step closer to the prize: your dream job! Along the way, you'll learn how to budget your finances, cope with changes in your relationships, rethink your priorities, and formulate a new, more optimistic way of viewing your situation -- whether you're unemployed, underemployed, or just looking for a change.

The Vault Guide to Resumes and Job-hunting Skills

Describes ten strategies designed to help job seekers over forty avoid or overcome discrimination and turn their age into an advantage in the job market.

Going Alt-Ac

Most college students get very little help finding their first big job. This book is designed to change that. Learn everything you'll need to know to get your dream job. This book explains how to prepare your job hunting strategy, customize your resume, and nail your interviews. The author is a corporate recruiter who shares

insider tips for what employers look for in job candidates. In this book, he includes tricks for moving your resume to the top of the pile and instructions for dazzling hiring managers with amazing answers to their interview questions. It contains step-by-step instructions to help you get the job you want.

Navigating an Academic Career: A Brief Guide for PhD Students, Postdocs, and New Faculty

The Practical Job-Search Guide

A growing number of people completing or holding graduate degrees now seek non-faculty positions—also called alternative academic, or “alt-ac” positions—at different stages in their careers. While an increasing number of people with doctoral degrees are hunting for a diminishing pool of tenure-track faculty jobs, most degree-granting institutions do not adequately prepare their graduate students to enter the new reality of the alt-ac job market. Yet the administrative ranks in higher education institutions are growing, as colleges and universities are creating a diverse range of positions that support teaching and learning efforts. Focusing on the range of potential alternative career choices, this highly practical book offers tools and prompts for readers who are: Considering whether to choose

an alt-ac career path Seeking specific alt-ac positions Advising graduate students or mentoring recent professional graduates Encountering alt-ac career challenges The authors offer case stories—their own and those of colleagues across North America in alt-ac roles—with concrete examples designed to help readers pursue, obtain, and excel in a wide variety of alt-ac positions. The book can equally be used as a resource for graduate courses on professional development and job-market preparation.

The Successful Introvert

THE SCHOOL OF LIFE IS DEDICATED TO EXPLORING LIFE'S BIG QUESTIONS IN HIGHLY-PORTABLE PAPERBACKS, FEATURING FRENCH FLAPS AND DECKLE EDGES, THAT THE NEW YORK TIMES CALLS "DAMNABLY CUTE." WE DON'T HAVE ALL THE ANSWERS, BUT WE WILL DIRECT YOU TOWARDS A VARIETY OF USEFUL IDEAS THAT ARE GUARANTEED TO STIMULATE, PROVOKE, AND CONSOLE. A practical and inspirational guide to examining your career and deciding whether it truly makes you happy—this book will show you the steps it takes to find a job that truly makes you thrive. The desire for fulfilling work is one of the great aspirations of our age. This book reveals explores the competing claims we face for money, status, and meaning in our lives. Drawing on wisdom from a variety of disciplines, cultural thinker Roman Krznaric sets out a practical guide to negotiating the labyrinth of choices, overcoming fear of change, and finding a career in which you thrive.

Overturing a century of traditional thought about career change, Krznaric reveals just what it takes to find life-enhancing work

How to Find a Job when There are No Jobs

Provides guidelines and examples for handling research, outlining, spelling, punctuation, formatting, and documentation.

Careers

Great Pajama Jobs

Before you start your Internet job-hunt, there are some things that you must know, like:

- Why are job sites like Monster and CareerBuilder so stunningly ineffective?
- What can you do to make sure your resumes survive the elimination process?
- How do you find the information that search engines like Google can't?
- How can you tell the difference between a genuinely helpful job board, and a website designed only to collect resumes?
- When are hobby forums more helpful than business networking sites?
- When is the Internet not helpful when job-hunting?
- What is the fatal flaw of all social networking sites?

The Guide to Job-Hunting

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Online, 6th Edition, not only answers these questions and many more, but shows you how to comprehensively and effectively use the Internet for all aspects of your job-hunt. This companion to *What Color Is Your Parachute?*, the best-selling job-hunting book in the world, has been completely rewritten for our changing times and includes hundreds of updated website recommendations and descriptions. The *Guide to Job-Hunting Online* shows you how to quickly find the data that will be most helpful to you, how to identify and research the places where you will most enjoy working, how to leverage the power of social networking sites, and how to use your Internet time most effectively, avoiding the common pitfalls and setting you up for success.

Guide to Internet Job Searching

Provides insight and advice for all the essential elements of the job-hunting process, from organizing and perfecting your resume to the ins and outs of submitting it to employers to preparing for an interview and answering tough questions.

Start-to-Finish Job Search Guide

Offers advice on all phases of the career change process, including tips on

discovering natural talents, identifying career passions, and creating a "new-you" resume.

MLA Handbook for Writers of Research Papers

Provides information on job interviewing and hunting, including phrases to use while interviewing, identifying jobs that match qualifications and experience, and sample cover letters.

Over-40 Job Search Guide

The Smart Guide to the Perfect Job Interview

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. They understand exactly what they need to do to set 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 Kelsky 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.

Public Interest Job Search Guide

A job-search manual that gives career seekers a systematic, tech-savvy formula to efficiently and effectively target potential employers and secure the essential first

interview. The 2-Hour Job Search shows job-seekers how to work smarter (and faster) to secure first interviews. Through a prescriptive approach, Dalton explains how to wade through the Internet's sea of information and create a job-search system that relies on mainstream technology such as Excel, Google, LinkedIn, and alumni databases to create a list of target employers, contact them, and then secure an interview—with only two hours of effort. Avoiding vague tips like “leverage your contacts,” Dalton tells job-hunters exactly what to do and how to do it. This empowering book focuses on the critical middle phase of the job search and helps readers bring organization to what is all too often an ineffectual and frustrating process.

[ROMANCE](#) [ACTION & ADVENTURE](#) [MYSTERY & THRILLER](#) [BIOGRAPHIES & HISTORY](#) [CHILDREN'S](#) [YOUNG ADULT](#) [FANTASY](#) [HISTORICAL FICTION](#) [HORROR](#) [LITERARY FICTION](#) [NON-FICTION](#) [SCIENCE FICTION](#)