



The Cover Letter Book: How to Write a Winning Cover Letter That Really Gets Noticed (3rd Revised edition)

By James Innes

Pearson Education Limited. Paperback. Book Condition: new. BRAND NEW, The Cover Letter Book: How to Write a Winning Cover Letter That Really Gets Noticed (3rd Revised edition), James Innes, In a competitive job market, first impressions are vital. To get an interview you're going to have to stand out and a well-executed cover letter is vital to ensure that you do not fall at the first hurdle. This book takes you through all the essential rules and high impact strategies to ensure your cover letter makes you stand out from the crowd. It takes a detailed look at the fifteen most common cover letter mistakes to ensure you do not make the errors that the competition will be, and covers every situation from email and fax to speculative letters, career-development letters and advert-response letters.



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Reviews

This book is definitely worth acquiring. I have go through and so i am certain that i will likely to read through again again in the future. Its been printed in an exceptionally basic way in fact it is only after i finished reading this publication in which actually altered me, change the way in my opinion.

-- **Andres Bashirian**

Comprehensive guide for publication fanatics. This really is for all who statte there had not been a well worth reading through. I discovered this ebook from my dad and i encouraged this book to find out.

-- **Lacy Goldner**