

1.	Record Nr.	UNISA990002045130203316
	Titolo	Zoologie
	Pubbl/distr/stampa	Paris : Gallimard, 1963-1974
	Descrizione fisica	4 v. : ill. ; 17 cm
	Collana	Encyclopedie de la Pleiade
	Disciplina	590
	Soggetti	Zoologia -- Saggi
	Collocazione	Varie Coll 340
	Lingua di pubblicazione	Francese
	Formato	Materiale a stampa
	Livello bibliografico	Monografia
2.	Record Nr.	UNINA9910453419703321
	Autore	Beshara Tony <1948->
	Titolo	Powerful phrases for successful interviews : over 400 ready-to-use words and phrases that will get you the job you want / / Tony Beshara ; foreword by Dr. Phil McGraw
	Pubbl/distr/stampa	New York : , : AMACOM, , [2014] ©2014
	ISBN	0-8144-3355-3
	Edizione	[1st edition]
	Descrizione fisica	1 online resource (258 p.)
	Altri autori (Persone)	McGrawPhil
	Disciplina	258
	Soggetti	Employment interviewing Job hunting English language Electronic books.
	Lingua di pubblicazione	Inglese
	Formato	Materiale a stampa
	Livello bibliografico	Monografia
	Note generali	"American Management Association." Includes index.

## Nota di contenuto

Cover; CONTENTS; FOREWORD; ACKNOWLEDGMENTS; INTRODUCTION: Why Powerful Phrases Make a Difference; CHAPTER 1 Powerful Phrases to Get Face-to-Face Interviews; CHAPTER 2 Powerful Phrases for Increasing the Chances Your Resume Will Get Read; CHAPTER 3 Powerful Phrases for Opening and Closing the Initial Interview; CHAPTER 4 Powerful Phrases to Demonstrate Your Ability to Do the Job; CHAPTER 5 Powerful Phrases That Show You Will Be a Good Fit; CHAPTER 6 Powerful Phrases for Dealing with Problems in Your Background; CHAPTER 7 Powerful Phrases for Successful Follow-Up Interviews  
CHAPTER 8 Powerful Phrases for Specific Professions and Positions  
CHAPTER 9 Powerful Phrases for Clarifying the Job Offer and Discussing Money; Index; A; B; C; D; E; F; G; H; I; J; K; L; M; N; O; P; Q; R; S; T; U; V; W; Z; About the Author; Free Sample Chapter from Acing the Interview

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## Sommario/riassunto

Hiring expert Tony Beshara knows the words that trigger ""yes"" in the minds of employers--and in his handy new book, he arms candidates with hundreds of ready-to-use responses to even the toughest interview questions. Covering entry-level to executive positions and encompassing all industries, this quick-reference guide propels job seekers through every stage of the process.

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