

1. Record Nr.	UNISA996339131903316
Autore	Corfield Rebecca
Titolo	Successful interview skills : how to prepare, answer tough questions and get your ideal job // Rebecca Corfield
Pubbl/distr/stampa	London ; ; Philadelphia, : Kogan Page, 2009 London ; ; Philadelphia : , : Kogan Page, , 2009
ISBN	1-282-31107-7 9786612311079 0-7494-5840-2
Edizione	[5th ed.]
Descrizione fisica	1 online resource (iv, 140 pages)
Collana	Gale eBooks
Disciplina	650.14/4
Soggetti	Employment interviewing Interviewing Self-presentation
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Description based on print version record.
Nota di bibliografia	Includes bibliographical references and index.
Nota di contenuto	Copyright; Table of contents; Introduction; 1. The interview; 2. What employers are looking for; 3. Planning and preparation; 4. Creating the best impression; 5. Making a presentation; 6. Answering interview questions; 7. Bringing it all together; Appendix 1: Internet resources; Appendix 2: Index of questions; Index
Sommario/riassunto	An essential guide which looks at every aspect of the interview process including: what employers are looking for, creating a positive first impression and how to answer tough interview questions.