



## The African American Employment Guide: Finding and Keeping a Job: Interviews - Networking - Career Goals

By Tony Rose

Amber Communications Group, United States, 2012. Paperback. Book Condition: New. New.. 226 x 150 mm. Language: English . Brand New Book. THIS BOOK WILL CHANGE YOUR LIFE!!! The AFRICAN AMERICAN EMPLOYMENT GUIDE has shown thousands of African Americans how to fill out a job application, do a winning job interview, negotiate a salary, evaluate job benefits, and set goals. You ll find Checklists, Self-evaluation Worksheets, Goal Setting Charts, Sample Resumes, Winning Cover Letters and you ll understand the best places to look for a job. Discover your personal strengths and weaknesses with step-by-step instructions. Determine the best way to describe yourself and find your perfect job. The African American Employment Guide is a MUST for everyone who makes less than \$80,000 a year. Complete Listings of State Government Jobs, U.S. Offices of Personnel Management, and State Employment Agencies.



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