

# Real Resumes For Nursing Jobs Real Resumes Series

When people should go to the book stores, search opening by shop, shelf by shelf, it is really problematic. This is why we give the books compilations in this website. It will very ease you to look guide **Real Resumes For Nursing Jobs Real Resumes Series** as you such as.

By searching the title, publisher, or authors of guide you essentially want, you can discover them rapidly. In the house, workplace, or perhaps in your method can be every best area within net connections. If you endeavor to download and install the Real Resumes For Nursing Jobs Real Resumes Series , it is no question easy then, previously currently we extend the join to purchase and create bargains to download and install Real Resumes For Nursing Jobs Real Resumes Series appropriately simple!

## **Real-resumes for Police, Law Enforcement & Security Jobs--** - Anne McKinney 2002

Title shows resumes and cover letters of people who wish to enter the police, law enforcement, and security fields. The most effective job hunting strategies are revealed, and there is also a section which discusses how to transfer police, law enforcement, and security skills into other industries. There are more than 100 "real" resumes and cover letters shown as examples, and the purpose of the book is to give models or examples for people to use in creating their own resumes and cover letters designed to obtain employment in security, police, or law enforcement. Resumes shown include those of fireman, policemen, police chief, corrections officer, detective, deputy sheriff, police captain, security guard, personal protection specialist, and many others.

## **Real-resumes for Legal and Paralegal Jobs** - Anne McKinney 2004

Those who seek legal and paralegal jobs will find this book to be a rich resource. No matter what type of legal or paralegal work is sought, the reader will find outstanding samples of resumes and covers used by real people to obtain legal and paralegal jobs. Resumes and covers letters are included which will help newly minted lawyers or paralegals find their first jobs in their field. There are also sample resumes and cover letters which will be useful to the most experienced lawyers and paralegals in the profession. A bonus of this book is that it includes samples of paperwork involved in getting federal government jobs: specialized resumes and the federal resumix as well as the write-ups for the Knowledge, Skills and Abilities (KSAs) which are often required for government positions. This book will show legal-industry professionals how to maximize their career potential, get federal positions, and change fields if they want to.

## **Real Business Plans & Marketing Tools** - Anne McKinney 2003

The first title in PREP's new Business Success Series is designed to help individuals who want to prepare paperwork related to starting, growing, selling, or marketing a business. The book contains real business plans for those contemplating entrepreneurship as well as for those who have an ongoing business which they are interested in selling. Readers will see samples of real business plans used by real organizations to sell a business to public companies. Readers will also see samples of documents, paperwork, and financial statements used by real companies to obtain equity financing and bank loans. A valuable section of the book is the section which shows marketing tools and "business resumes" used to attract new customers and increase profitability. (The author holds an MBA from the Harvard Business School.)

## **Real-Resumes For U.S. Postal Service Jobs** - Anne McKinney 2004

Sample resumes and forms filled out so that you will see the documents real people used to find employment in the postal service.

## **Job Hunter's Sourcebook** - Bohdan Romaniuk 2008-06

Where to Find Employment Leads and Other Job Search Resources.

## **Real-Resumes for Firefighting Jobs** - Anne McKinney 2004

When firefighters and emergency medical technicians prepare their resume and other materials needed to explore employment opportunities, they realize that they have a unique background. At last there is a resume book that shows firefighters how to best present their qualifications, credentials, licenses, experience, volunteer work, education and training, affiliations, and other information. Would-be firefighters as well as experienced firefighting professionals will find outstanding samples of resumes and

cover letters that worked for real people in their field. A special section of the book shows firefighters how to apply for government jobs and how to write the specialized resumes needed to apply for federal employment. As part of that section on the federal hiring process, the book shows how to write KSAs (statements describing Knowledge, Skills, and Abilities). This is a highly specialized title for a highly specialized field and for the very special people in that field.

## **Resumes for Nursing Careers** - McGraw-Hill Education 2007-04-16

Breathe life into your resume! You've worked hard for your nursing degree; now it's time to take that education and put it to work. Get an edge on the other job applicants with Resumes for Nursing Careers, a resource packed with expert advice on creating a concise, stylish resume that will instantly get you noticed. With this go-to guide you'll: Get access to nearly 100 sample resumes and cover letters Organize and draft your resume with the aid of helpful worksheets Discover the common elements in the most popular resume formats Learn to use vivid, active verbs in your resume Find out how to format and submit resumes electronically In today's job market, an effective, eye-catching resume is essential for success. With the help of Resumes for Nursing Careers you'll make a strong first impression and take a confident step toward landing the job of your dreams. FIND A NURSING CAREER IN THE FIELD OF: Pediatrics \* ER \* Mental Health \* ICU \* Hospital Administration \* Public Health\* Post-Op \* Home Health Care

## **Resumes for Health and Medical Careers** - VGM Career Books (Firm) 2004

VGM PROFESSIONAL RESUMES SERIES OFFERS STRONG, IMPRESSIVE RESUMES THAT LEAD TO THE RIGHT JOB! To stand out among the hundreds of job seekers applying for any position, it's vital to have a resume that hits the target every time. Each book in this series offers: Nearly 100 sample resumes and 20 cover letters for each field A variety of eye-catching resume formats Tips on highlighting strengths and using active vocabulary Work sheets for gathering personal information And much more

## **Real Resumes for Nursing Jobs** - Anne McKinney 2003

Even within the nursing field, there are a wide variety of positions, and this book shows samples of resumes and cover letters than have worked. This title will be a valuable resource to nursing professionals who seek clinical nursing or administrative positions. Newly minted nurses and newcomers to the field will learn how to show off their clinical rotations to best advantage. Nurses often change fields, too, and the book includes resumes of nurses who have successfully transitioned into pharmaceutical sales and other areas. A ?bonus? of this book is that it includes samples of paperwork involved in getting federal government jobs: specialized resumes and the federal ?resumix? as well as the write-ups for the Knowledge, Skills and Abilities (KSAs) which are often required for government positions. This book will show nurses how to maximize their career potential, get federal nursing positions, and change fields if they want to. (This is the 25th title in PREP's Real-Resumes Series.)

## **Nurses, Jobs and Resumes** - Carmen Kosicek 2014-11-08

'Best Book Award of 2014' by Amazon Editors' for authors first book, 'Nurses, Jobs and Money'. Healthcare is changing, and therefore, your resume for a career in healthcare needs to change too. Welcome to the guide that will show you how to fuse your knowledge of nursing and healthcare insight together with business for a big bucks healthcare resume." -Innovative Insights by Carmen Kosicek, RN, MSN If you are looking for a resume book that will give cookie-cutter templates, this book is not for you. Why? Because a

big bucks resume is not cookie-cutter. So what you'll find here is more than just "before and after" resumes. This book will address the key mix-and-match ingredients of healthcare resume secrets, so that you will learn how to tailor them to your own situation. Filled with examples of real RN resumes from across the nation-from new grad RNs to experienced RNs alike-Nurses, Jobs and Resumes specifically shows you why the resume you're using is not getting you noticed, not making your phone ring for interviews, and not advancing your career. This book gives you the tools you need to build a big bucks resume to showcases your skills and land you the job you've been dreaming about. If you are yearning to learn how to write a resume that will get you to be noticed and remembered by highlighting the skillset you truly offer an employer, then this book is for you! Whether you're a new grad RN or an experienced RN, it's time to get strategic with your job hunt. Don't just settle for anything. The job you really want is waiting. Land it-right now-with your big bucks resume! Carmen Kosicek, RN, MSN, is a nationally known nursing career coach who showcases real RN resumes from around the nation. She explains, in her unique, bold, and direct style-without sugarcoating it-why many RNs' resumes are not working in today's current economic environment, and what they can do about it. Carmen teaches RNs how to transfer their skillsets with the degree they already have to traditional and nontraditional nursing employment venues alike.

**Real KSAs--knowledge, Skills & Abilities--for Government Jobs** - Anne McKinney 2003

Getting a federal government job can be a difficult experience because of the unusual and often complex paperwork. Many federal jobs require KSAs, which stands for Knowledge, Skills, and Abilities. This book shows how to write up KSAs in order to present your qualifications and talents in the most effective manner.

**Real-resumes for Safety and Quality Assurance Jobs** - Anne McKinney 2005

Job hunters aiming for employment in the safety and quality assurance field will welcome this resource for resume and cover letter preparation! The 192-page book gives valuable tips on interviewing, but the the "meat" of the book is the section containing samples of resumes and cover letters used by real people to gain employment related to safety and quality assurance.

**The Nursing Job Search Handbook** - Genny Dunne 2002-07-17

The Nursing Job Search Handbook provides excellent guidance for advisers, aspiring nurses, and long-term health professionals.

**Real Resumix & Other Resumes for Federal Government Jobs** - Anne McKinney 2003

This book is designed to help people who seek their first federal government job as well as federal employees who want to advance in the system. The process of getting a government job often involves preparing complex applications or specialized resumes which include the "resumix." One complication of the federal hiring process is that the resume used for federal employment is not the same as the resume used to obtain civilian employment. This book shows examples of effective federal resumes and "resumix" that have worked for real people. The book doesn't simply "tell how" to write the resumix or federal resume; it actually "shows how" to write effective federal resumes in sample after sample related to multiple fields. This book will do a great deal to make the federal hiring process understandable as it illuminates one of the most complex features of getting a government job: writing the federal resume or resumix. In addition to the federal resume, application for federal employment can be made by preparing the Optional Form 612 (OF 612). This book also contains examples of the 612 application.

*Encyclopedia of Job Winning Resumes, Third Edition* - Myra Fournier 2006-07-15

Encyclopedia of Job-Winning Resumes, Third Edition, is the most helpful and comprehensive resume book you can buy. It includes more than 400 success-proven resume examples that teach you how to personalize your resume according to your own unique career situation. The 17 chapters contain resumes that cover all major industries, span every job level from entry-level to CEO, and are helpfully arranged by both job field and title to make it easy for you to quickly locate the resumes that address your particular field or situation. The first chapter, The Essentials of Writing Your Resume, is as informative as it is brief. It includes expert advice about what information to include in your resume, what to omit, what to emphasize, and what to tone down. For a quick start, it's specifically designed to keep reading to a minimum so you can start sending out your resume as soon as possible. The second chapter, devoted to creating hard-hitting cover letters, includes 40 examples that cover a wide variety of typical career situations. And for those not-

so-typical career situations, the next chapter includes 30 resumes that cover difficult circumstances such as frequent job changes, gaps in employment, layoff, lack of experience, weak education, and many more. For students, there's also a chapter containing 40 resumes to help new graduates enter the work force more quickly and easily. There are helpful hints located beneath each resume, showing you the right way to quickly create a job-winning resume that will get attention and win you an interview. The last chapter includes a Recommended Reading list and a Recommended Web Site list. Whatever your age, industry, career, level of experience or education, you'll find the resume template you need! In 1980, Myra Fournier and Jeff Spin founded A Lasting Impression, a highly successful resume writing and career development firm located in the Greater Boston area. In 1990, they jointly developed ResumExpert, a top-rated and best-selling resume-writing software for the Macintosh computer.

**What Can I Do Now** - Ferguson 2009

Presents an introduction to the field of nursing, its career opportunities, ways of preparing to find a job, and related activities such as volunteering, internships, and summer study programs.

**Job Searches Beyond the Big Cities** - Sarah Egan Fuller 2008

Comprehensive job search strategies for individuals seeking employment in medium and smaller-sized cities and towns. Includes extensive descriptive listings of online and offline job search resources. A "tips from experience" section offers advice on everything from resume preparation to mastery of interview questions. Original.

**Real-resumes for Sports Industry Jobs** - Anne McKinney 2004

When an individual wants to find employment in the sports world, he or she finds that job hunting can be highly specialized. This book shows resumes and cover letters used by people such as a high school coach, tennis professional, golf professional, teaching pros in all sports, and many others. College graduates with degrees in Physical Education also are included, and many of them found their way into teaching positions. If you want to work in sports marketing but have no experience, you will find helpful examples of resumes and cover letters which were used by real people to launch their careers with major sports teams. Those who have worked in the sports industry and want to transition out of the field will also find helpful examples of resumes and cover letters. Whether you are a teaching professional, player, marketing professional, or other sports industry professional, you will find useful examples of resumes and cover letters in this book.

**Real-resumes for Sales** - Anne McKinney 2000

One in a series, this title uses actual resumes and cover letters in order to show sales professionals how to get in the door, maximize salary, close the sale and prospect for new career opportunities.

**Contemporary Authors** - Lisa Kumar 2004-07

A biographical and bibliographical guide to current writers in all fields including poetry, fiction and nonfiction, journalism, drama, television and movies. Information is provided by the authors themselves or drawn from published interviews, feature stories, book reviews and other materials provided by the authors/publishers.

**Real-resumes for Auto Industry Jobs--** - Anne McKinney 2003

Whether the reader wants to stay in the auto industry or transition into another field, this book will help. This book shows samples of resumes and cover letters than have worked for real people. This title will be a valuable resource to auto industry professionals who seek technical, management, or sales positions. Entering a new field can be difficult, so newcomers to the field will learn how to show off their potential and skills to best advantage. Auto industry professionals often change fields, too, and the book includes resumes of individuals who have successfully transitioned into other areas. A "bonus" of this book is that it includes samples of paperwork involved in getting federal government jobs: specialized resumes and the federal "resumix" as well as the write-ups for the Knowledge, Skills and Abilities (KSAs) which are often required for government positions. This book will show auto industry professionals how to maximize their career potential, get federal positions, and change fields if they want to. (The 26th title in PREP's Real-Resumes Series.)

**Real-resumes for Financial Jobs** - Anne McKinney 2001

A book designed to be the best friend of those who want to enter, advance in, and change jobs in one of the

hottest industries in the 21st century; finance. The best way to enter a new industry is to look and sound as though you "belong" in the field, so there are resumes to help the career-minded find their first job in the financial world. Other resumes help the financially astute professional advance in the field. You'll find job titles such as these in this book designed to help those who want to move in this hot field of opportunity: auditor, financial services consultant, investment banker, commercial banker, bookkeeper, commercial loan specialist, data entry operator, controller, chief financial officer, budget management specialist, business analyst, business services manager, accounts receivable specialist, insurance adjuster, funds transfer analyst, loan officer, mortgage consultant, real estate broker, revenue field auditor, accounting manager, staff accountant, tax auditor, teller supervisor, training operations manager...and many others!

**Real-resumes for Teachers** - Anne McKinney 2000

Applying for teaching and administrative positions in schools requires a specialized kind of resume. This guide offers advice along with actual examples of resumes and covering letters, to help educators find the best opportunities available to them.

**America's Top 100 Jobs for People Without a Four-year Degree** - Ronald L. Krannich 2005

Many of today's jobs don't require an expensive 4-year degree. A lot of the jobs require apprenticeship experiences or only require a few months of specialized training. This book is organized by 10 major occupational fields identifying 100 high demand jobs.

**Real-resumes for Real Estate & Property Management Jobs** - Anne McKinney 2006

When you have worked in the real estate industry or property management field, you need to see "pictures" of resumes from others with similar backgrounds. (How much does it help you to look at resumes of nurses, CEOs, or teachers when you come to change fields or seek employment?) At last there is a book of resumes and cover letters tailored to your needs. See how professionals like you have shown their credentials and how they have used the specialized lingo of your field. This is YOUR resume book, written especially for you, if your background includes experience in real estate or property management -- or if you are trying to enter those fields for the first time. A book written just for you, by one of the most knowledgeable writers and editors who has specialized in helping job hunters.

**Real-resumes for Administrative Support, Office & Secretarial Jobs** - Anne McKinney 2004

Those who seek jobs in the office support field will find this book to be a valuable resource! Office managers, administrative assistants, executive aides, and other office support personnel have a lot of common when they create a resume, and this book shows resumes and cover letters of individuals who want to find work ranging from office management to clerical. No matter what industry or type of work medical, manufacturing, nonprofit, and other environments this book will provide a competitive edge to those who seek employment which involves admin support, executive support, clerical, and secretarial responsibilities. For those who seek federal employment, there's a special section in the book showing how to create federal resumes and government applications.

**Real Resumes for Supply and Logistics Jobs** - Anne McKinney 2006

If you've been working in a specialized field like supply or logistics, you really yearn to see sample resumes and cover letters of job hunters who have a similar background to yours. These resumes and cover letters were used in real job campaigns, and they speak the language of supply and logistics. You will gain insights into how to use the specialized language of supply and logistics and actually translate technical concepts of the supply and logistics field into language that can be easily understood.

**Real-resumes for Jobs in Nonprofit Organizations** - Anne McKinney 2004

Ask people who have worked in a nonprofit organization about resume preparation and they will tell you that resumes and cover letters for their particular needs are highly specialized! That's why this book will be of enormous value to those who seek employment in the nonprofit world or who want to transition out of the nonprofit world and want to present their experience in nonprofit environments. The book includes resumes for folks who have worked in national trade associations and in nonprofit environments such as the United Way, Salvation Army, the American Cancer Society, and many similar organizations. A special section on the federal hiring process also shows the reader how to apply for federal government employment and there are samples of the specialized resumes and applications used in the federal hiring process. So whether you are entering the nonprofit arena, transferring skills out of the nonprofit world, or

seeking federal employment, you will find this book useful.

**Real-resumes for Medical Jobs** - Anne McKinney 2001

A key to advancing professionally is to choose the right industry in which to work, and if your interests are in any way medically related, you are fortunate career-wise. The medical field is a fast-growing one, and this targeted resume and cover letter book will help you enter this "land of opportunity" or advance in it. A key is to make sure your resume "talks the lingo" of the medical field. Get the book that can show you how to best express and phrase the concepts you want to communicate. Here's a book in which you will find resumes with job titles such as these: director of nursing, medical therapist, nurse's aide, medical doctor (M.D.), nurse practitioner, dental hygienist, cytotechnologist, director of nursing, director of dental surgery, pharmaceutical sales representative, massage therapist, medical administrator, medical supplies coordinator, nursing home administrator, medical office manager, operating room nurse, patient care advocate, orthopedic technician, pharmacy manager, phlebotomist, registered nurse (R.N.), licensed practical nurse (L.P.N.), public health case worker, transcriptionist, veterinary technician, and many more!

**Job Hunters Sourcebook** - Gale Group 2004-07

Job Hunter's Sourcebook pulls together all the research and resources needed for a successful job hunt into one central place. Included in this edition are 13,867 entries -- entries may appear in multiple sections. Part One profiles 216 high-interest professional and vocational occupations, from accountant and aircraft mechanic to sports official and stockbroker. A Master List of Profiled Professions lists alternate, popular, synonymous, and related job titles and links them to the jobs profiled, providing quick access to information sources on specific occupations by all their variant names. Entries contain complete contact information and are arranged by type of resource. Part Two serves as a clearinghouse in organizing the wide-ranging information available to today's job seeker. It features such topics as resume resources, alternative ways to work, and opportunities for a diverse work force. Sources of Essential Job-Hunting Information addresses 32 employment topics, such as resume writing, interviewing skills, employment issues for disabled workers, working from home, and electronic job search information. Each category features a multitude of sources, including reference works, online and database services, software programs, and more. Entries contain complete contact information. Also included is The Index to Information Sources which alphabetically lists all of the publications, organizations, electronic resources, and other sources of job-hunting information.

**Real-resumes for Restaurant, Food Service & Hotel Jobs--** - Anne McKinney 2002

Provides advice on looking for jobs in the field of restaurant, food service, and hotel management, and provides hundreds of sample cover letters and resumes.

**Real-resumes for Career Changers** - Anne McKinney 2000

Writing a career-change resume is the most complex of resumes to write. Using actual resumes and covering letters, the editor of this series shows the reader how to consider new opportunities and how to communicate past experience in a way that builds bridges to new careers.

**Real-resumes for Engineering Jobs** - Anne McKinney 2004

Civil engineers, mechanical engineers, structural engineers, marine engineers, chemical engineers, systems engineers, and engineering support personnel have a lot in common when they want to create a resume, and this book shows resumes and cover letters of individuals who want to work in the field. For those who seek federal employment, there's a special section showing how to create federal resumes and government applications. Since many technical types aren't writers, this comes as a special gift: select a winning format, plug in your background specs, and away you go. It's that easy--with REAL RESUMES in hand. - The Midwest Book Review 1-885288-42-5

**Resumes for Nursing Careers** - 1997

"Resumes for Nursing Careers" helps job seekers write resumes that hit the target every time. The book offers hard hitting advice plus 100 sample resumes and 20 cover letters that meet the needs of those looking for work in the nursing profession. Includes a variety of resume formats, tips on highlighting strengths and using active vocabulary, and helpful work sheets for gathering personal information.

**Resumes and Cover Letters that Have Worked** - Anne McKinney 1996

Model cover letters and resumes cover such fields as aviation, communication, finance, and sales

**Real-resumes for Media, Newspaper, Broadcasting & Public Affairs Jobs--** - Anne McKinney 2002

This book will function as a helping hand and lifetime career resource to those who seek media jobs or who want to transition into other fields with a media background. In the resumes in this book you will see jobs such as these: Radio Account Executive, TV Account Executive, Art Director, Book Editor, Book Publisher, Broadcasting Intern, Commercial Photographer, Disc Jockey, Freelance Journalist, Graphic Designer, Morning Talk Show Host, Newspaper Journalist, Classified Advertising Manager, News Photographer, Public Affairs Director, Public Affairs Specialist, Radio & TV Producer, Television Producer, Production Assistant, and many more. All the resumes and cover letters shown were used in real job hunts by real people.

**Real-resumes for Students** - Anne McKinney 2000

Instructs college students on presenting their work experiences, from part-time summer jobs to internships, in a professional manner designed to display strengths to future employers.

**Nursing Resume: A Job Guide for Nurses** - S.L. Page 2013-11-29

Nursing Resume: A Job Guide for nurses is a complete book package to help nurses find a job. This book is short and to the point, and the entire package includes 10 premium resume templates (see inside book for a preview), 10 premium cover letter templates (they match the resume templates), a few basic traditional resume templates, and a sample resignation (or two weeks' notice) template. All templates are in .docx format and are best edited in the Microsoft Word software. If you do not have Microsoft Word, you can usually download a free trial. Google Docs may also work; however, formatting errors may occur if you use other programs other than Microsoft Word. These templates must be downloaded online using information at the end of this book. Why Do You Need a Custom Resume Template? Your resume is the very first step in getting a job. When you begin searching for a job, you'll ultimately be uploading or submitting resumes to various employers. If you turn in a poorly constructed resume—it could get tossed in the trash. You want a resume that will stand out and grab the hiring manager's attention. That's why I contracted a graphic designer to create 10 professionally designed resumes—all with nursing/healthcare themes. These resumes include all of the major sections. All you have to do is fill in your own information. They are completely customizable, and you can edit the text, add sections, or change them any way you want. You also get the 10 beautifully designed cover letters that match the resumes. You also receive a resignation template—for occasions when you need to leave your current job for a better opportunity. One resume template alone would be worth the price. However, you're going to receive all 10 professionally designed resume covers, along with cover letters and this short job guide. About the Book This book was designed to give you the information you need to strategically find a job. You'll get information on compiling your resume, tips on how and where to submit your resume, tips when sitting for an interview, tips on leaving your old job, and tips on advancing your career. This is not just a book—this is a job tune-up. The guide is short and to the point, and focuses on the information you need to start finding a job immediately. The author, S.L. Page,

shares her insights into getting a job. She combines her personal experiences along with the advice of nurse managers she's spoken with through the years. What This Book Package Includes: -10 beautifully designed resume templates -10 matching cover letter templates -A resignation/two weeks' notice template - The paperback book (to help you find a job). Template Requirements Templates are in .docx format. It is best to use Microsoft Word to edit them. Google Docs, a free alternative, may work okay—but some minor formatting errors may occur. For absolute best results, we recommend using Microsoft Word to edit the templates. Template Licensing Terms The templates may be used an unlimited number of times for your own personal use. You may not resell, redistribute, or give away for free any of the templates included with this package.

**Unbeatable Resumes** - Tony Beshara 2011-06-16

Unlike most resume "experts," Tony Beshara doesn't merely write resumes. As a veteran placement specialist who's been featured regularly on the Dr. Phil show, Tony actually uses resumes to get people jobs. Now, in this dynamic book, he's drawing on expertise gained from placing more than 8,500 professions to help you create a powerful resume that stands out from other applications. Unbeatable Resumes takes readers step-by-step through the resume creation process, including tips on how to utilize keywords effectively, use gaps in employment and job changes to your advantage, and enhance your resume with a concise, dynamic cover letter. By pairing Tony's experiences with the results from a survey of more than 3,000 hiring managers, executives, HR specialists, and other hiring authorities, the book details the most widely critical components of a well-written and effective resume. You'll also discover how to ensure your resume gets read by the right people; what employers look for on applications and what turns them off; how to customize a resume for a particular job; and the true value and detriment of digital tools including video resumes, job-search websites, and social networking sites like Facebook and LinkedIn. With detailed examples and discussions on the assets and pitfalls of real-life resumes submitted for jobs in a wide range of industries—including healthcare, banking, construction, technology, administration, and sales and marketing--Unbeatable Resumes shows job seekers of all types how to present themselves in the best possible light--and land the best possible position.

**Real-Resumes for Customer Service Jobs** - Anne McKinney 2005

Getting jobs in the customer service field will be easier with this book which gives nearly a hundred sample resumes along with the cover letters that introduced the resumes to potential employers. Those who seek employment in any industry will find valuable advice in this book. If you are restructuring or revising your resume, you will find the help you need when you discover this book which focuses on the language and employment history of folks in the customer service business. The book was created based on the experiences of hundreds of job hunters over a 10-year period. Learn how successful people in the customer service field presented themselves to potential employers!