

The Advice of a Headhunter: How to Land the Perfect Job in Today's Competitive Job Market

Don Hite

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Don Hite : The Advice of a Headhunter: How to Land the Perfect Job in Today's Competitive Job Market before purchasing it in order to gage whether or not it would be worth my time, and all praised The Advice of a Headhunter: How to Land the Perfect Job in Today's Competitive Job Market:

2 of 2 people found the following review helpful. This Advice is Right OnBy Retired ExecDuring 35 years of working in Fortune 500 consumer product companies, with responsibility growing from new hire to officer level, I directly participated in hiring decisions for more than 500 professional hires out of perhaps three times that many candidates. This work included pre-screening applications on campus, campus interviewing, and the final interviews and selection during plant visits. This was very serious work for me, as many of the newly hired candidates would work in my own organization. Our success depended on hiring the best people. That said, it was often disappointing that otherwise apparently intelligent and successful young people did not seem to take the application/interview process very seriously, in that they would submit poorly written resumes (and therefore be eliminated), or be unprepared to represent themselves well in interviews. My colleagues and I sometimes wondered if we were hiring the best and the brightest, or simply the best prepared interviewees. Net, no matter how qualified a person is for a job, it is up to that person to communicate those qualifications, or he or she won't get the job. Preparation is the name of the game. Many books have been written on the subject of getting a job. I've read several, some good, some not so good. I'm retired now, but an old friend who is still working suggested someone had finally written the book I'd been looking for for years and handed me a copy. She was right. I do like this book. Here are the reasons I think this book is worth reading

for anyone looking for a new job or a change:1. The advice is essentially spot on. It is obviously written by a person who has been successful in the business of getting other people hired. After all, that's when (and only when) headhunters get paid.2. This book doesn't pull punches. Some "politically incorrect" subjects are covered (and need to be) that other authors have seemed reluctant to touch. Refreshing!3. All aspects of the process, including salary negotiations, for example, are covered in the 500+ pages.4. The book is full of examples, making it very clear.5. While long, the book is an easy and fun read! The book is spiced with illustrative anecdotes, many from the author's personal history, that made me smile.6. The book is well organized and indexed, so if the reader wishes to brush up on only one particular element of the process, that is easy to do.I wish some of the people we turned away over the years had had the opportunity to read this book. Maybe things would have worked out differently for them.2 of 2 people found the following review helpful. One hell of a checklist!By BRUCE AMMONS, PHDI just felt that I had to write a review of this book after reading through it. Mr. Hite has obviously put heart, soul, tons of experience, and massive care into this powerful, complete book. In fact, to say it is complete is almost ridiculous. No matter how many times the prospective job applicant finds him/herself looking at the book they will find more ideas, more spirit, more clearly stated directions. The author is without a doubt a very logical, clear communicator: I love the "Key Points" -- impossible to miss, very helpful. Mr. Hite's work walks the reader through the finding of a job as a six-step process: defining and implementing a comprehensive job search plan, defining an authentic,absolute personal performance standard, studying one's strengths and weaknesses in fearless, honest fashion, studying job market mechanics (prepping for the interview in all ways, soliciting an offer and negotiating a salary, writing a thank-you letter), studying potential employers, and continuously reviewing the first five steps for quality control ("investing in your future"). Mr. Hite uses a wide range of tools to help the reader accomplish all this: checklists, examples (resumes, cover letters, etc.), and the above-mentioned Key Points. He goes into such detail as what to wear (dress "codes" for different industries), interview etiquette, interviewing tactics (wording answers, transition questions, salary negotiating, making counterproposals,etc.), and so on. Get the picture? This is all you could ever need to learn about how to get the perfect job and not get lost along the way. I wish that I had had a resource like this available to me when I was pursuing my Ph.D. (either of them) and later jobs. The author has tried to leave nothing to chance. And don't worry r.e. his predilection for crystal balls -- this guy is an engineer through and through. He has now engineered this book for you if you are wanting a good or a better job. Thanks, Mr. Hite. -- Bruce Ammons, Ph.D.2 of 2 people found the following review helpful. Thorough book about finding jobsBy SpencerincThis how-to book on finding a job has something for just about everybody. There are tables, figures, rules, keys, lists, a glossary and a large index that make it really easy to use. There are even sample layouts for resumes. I think that I have learned more from skimming through this book so far than in reading all of the books that my friends have on the subject. The book is brand new so the information seems to be targeted towards the job market we have today, and not 20 years ago like most of the other popular books that I've looked at. There are so many "how to get a better job" books in the field it is really hard to find a book that provides useful information in an orderly fashion. Most of the books I've looked at in the store only tell me things that I already know or stuff that I don't need to know. Headhunter seems to be the exception to this rule. This book provides relevant information that is up to date and very thorough. Finally, someone has written a book about this topic that has an index that actually works. Great read.Don Hite uses a concept that he calls "single elimination criteria" in virtually every chapter of his new book. Although I was skeptical when I started reading the book, the examples that he provides drives home his point that the hiring system often revolves around the little things that you do wrong during an interview. Headhunter has been a real eye opener for me.