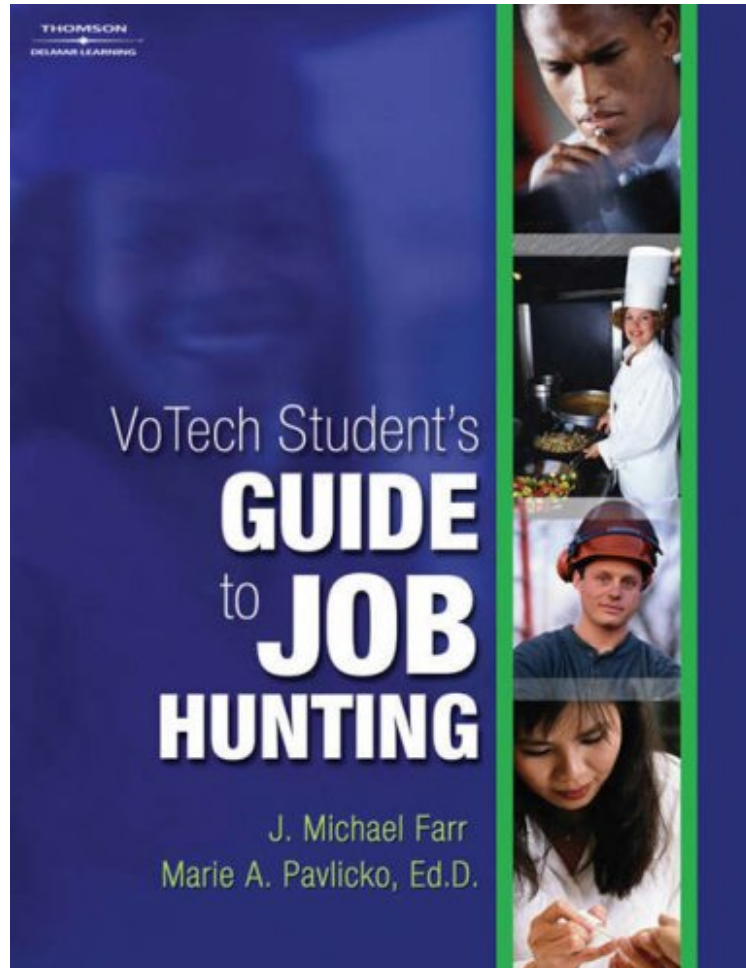


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VoTech Student's Guide to Job Hunting

J. Michael Farr, Merie A. Pavlicko

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J. Michael Farr, Merie A. Pavlicko : VoTech Student's Guide to Job Hunting before purchasing it in order to gage whether or not it would be worth my time, and all praised VoTech Student's Guide to Job Hunting:

VoTech Student's Guide to Job Hunting is an invaluable resource created by one of the top career and job search authors in the country. It covers all major topics needed for exploring career options and conducting a results-oriented job search. It takes the approach of assessment, allowing the student to discover what their combined interests, values, and abilities lead to from a job perspective. Once the student has these options in mind they can review more than 260 major jobs as described in the U.S. Government's Occupational Outlook Handbook to determine the best career path. It is written at a level that is accessible to a diverse population, and the concepts are presented in concrete ways with a to-the-point style. The student will benefit from the many in-book activities. Additionally a "DataMinder - A Portable Job

Search Assistant" included to help the track their progress. The thorough Instructor's Guide provides group activities, discussion topics, and suggested homework and is an essential part of the book's success. All aspects of a precise job search are included in this working text from resume building to interview skills, and students will appreciate the down to earth writing style. If you use this product, you will find the right job.

The authors include a wealth of examples I thought the internet material was terrific. Many resources and web sites are listed, and the exercises are great. Chapters are logically organized. The reading level is completely appropriate for my students. About the Author J. Michael Farr is one of America's most knowledgeable authors on the subject of job search and career planning. He helped found the self-directed career planning and job search movement, and he continues to teach thousands through his books, assessments and yearly workshops. He has been teaching innovative, self-directed job-search techniques-proven to reduce the time it takes to find a job and help people take control of their careers and lives for more than 20 years. J. Michael Farr's techniques have been adopted by job-search and career-placement programs throughout North America. He has trained more than 6,000 instructors and trainers in numerous workshops and presentations across the U.S. and Canada.