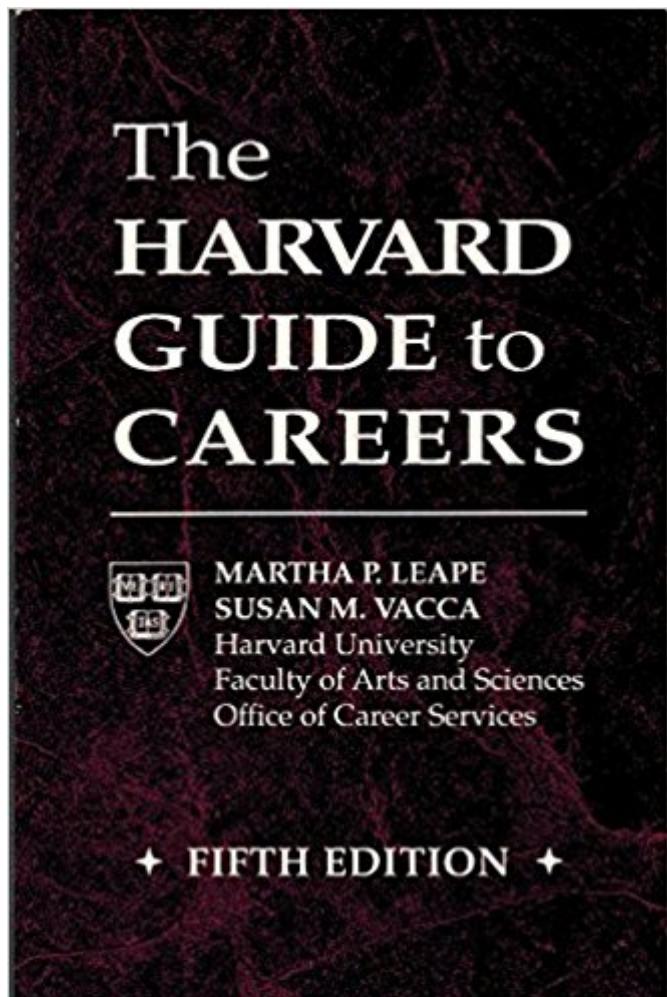


The book was found

The Harvard Guide To Careers



Synopsis

Geared toward both the recent liberal arts graduate and the career-changer, this handbook should guide the reader through the entire career process, from identifying and researching a career to securing a job. It includes chapters on career exploration, self-assessment, letter writing, resumes, interviewing and graduate study. Career field profiles provide information about advertising, banking, education, government and politics, high tech, management consulting and public service. This edition has expanded annotated bibliographies of descriptive literature and directories, updated sample letters and resumes and a new section on financial planning. An index of resources by career field and an index of titles provide quick and easy access to the items listed in the bibliographies. --This text refers to an out of print or unavailable edition of this title.

Book Information

Paperback: 223 pages

Publisher: Office of Career Services Harvard University; 5 edition (June 1995)

Language: English

ISBN-10: 0943747163

ISBN-13: 978-0943747163

Package Dimensions: 8.4 x 5.4 x 0.5 inches

Shipping Weight: 5.6 ounces

Average Customer Review: 4.0 out of 5 stars 1 customer review

Best Sellers Rank: #4,910,667 in Books (See Top 100 in Books) #84 in Books > Reference > Writing, Research & Publishing Guides > Publishing & Books > Bibliographies & Indexes > Business #376131 in Books > Business & Money

Customer Reviews

Geared toward both the recent liberal arts graduate and the career-changer, this handbook guides users through the entire career process, from identifying and researching a career to securing a job. Career field profiles provide information about advertising, banking, education, government, and politics, high tech, management consulting, and public service. The new edition (previous in 1987) contains expanded annotated bibliographies of descriptive literature and directories, updated sample letters and resumes, and a new section on financial planning. (Reference and Research Book News)Readable and well laid out...[This book] has a thorough table of contents and an index of resources by career field. (Choice)A good update of the series of books which began in 1982. This book is particularly strong on resources (books, directories, etc.) and provides an excellent

overview of the kinds of things that one does with a college degree. It reads well and is highly attuned to the kinds of things that are on the minds of graduating seniors. (Career Opportunities) --This text refers to an out of print or unavailable edition of this title.

As a professional career advisor, I have used this guide countless times with clients who are beginning job searches or who need help with particular types of correspondence related to the job search. The book includes great sample resumes and business letters. This is a very fine resource that I highly recommend.

[Download to continue reading...](#)

The Harvard Business School Guide to Careers in the Nonprofit Sector (A Harvard Business School Career Guide) The Harvard Medical School Guide to Men's Health: Lessons from the Harvard Men's Health Studies (Well-Being Centre = Centre Du Mieux-Etre (Collection)) Harvard Medical School Guide to Lowering Your Blood Pressure (Harvard Medical School Guides) Spinal Cord Injury and the Family: A New Guide (Harvard University Press Family Health Guides) (The Harvard University Press Family Health Guides) The Harvard Medical School Guide to Tai Chi: 12 Weeks to a Healthy Body, Strong Heart, and Sharp Mind (Harvard Health Publications) The Harvard Guide to African-American History: Foreword by Henry Louis Gates, Jr. (Harvard University Press Reference Library) The Harvard Guide to Careers Harvard Medical School The Joint Pain Relief Workout: Healing exercises for your shoulders, hips, knees, and ankles (Harvard Medical School Special Health Reports) Harvard Business Review on Work and Life Balance (Harvard Business Review Paperback Series) Harvard Business Review on Thriving in Emerging Markets (Harvard Business Review (Paperback)) 65 Successful Harvard Business School Application Essays, Second Edition: With Analysis by the Staff of The Harbus, the Harvard Business School Newspaper 65 Successful Harvard Business School Application Essays: With Analysis by the Staff of the Harbus, The Harvard Business School Newspaper 55 Successful Harvard Law School Application Essays: With Analysis by the Staff of The Harvard Crimson The Harvard Dictionary of Music (Harvard University Press Reference Library) The Harvard Biographical Dictionary of Music (Harvard University Press Reference Library) Harvard Business Review on Entrepreneurship (Harvard Business Review Paperback Series) The Harvard Concise Dictionary of Music and Musicians (Harvard University Press Reference Library) Careers in Architecture and Construction (Exploring Careers) Careers in Education (Exploring Careers) Careers in Robotics (High-Tech Careers)

[Contact Us](#)

DMCA

Privacy

FAQ & Help