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# Hire Me, Inc. Resumes and Cover Letters : That Get Results

*Roy Blitzer*

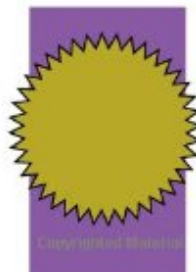
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# HIRE ME, INC. RESUMES AND COVER LETTERS

*That Get Results*

**ROY J.  
BLITZER**



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**Roy Blitzer : Hire Me, Inc. Resumes and Cover Letters : That Get Results** before purchasing it in order to gage whether or not it would be worth my time, and all praised Hire Me, Inc. Resumes and Cover Letters : That Get Results:

0 of 0 people found the following review helpful. Review for Hire Me, Inc.By Darlene A. LindheimerI was extremely pleased with all aspects of the transaction. The product was exactly what I was looking for, it was in excellent condition, it was at a great price, and the delivery was fast.1 of 2 people found the following review helpful. Extremely helpfulBy H. SweanyKeeping it short. If you are in the market or thinking about being on the market, worth the investment. Diverse and informative.1 of 1 people found the following review helpful. Excellent book that gave results!!!By Melissa KayeI bought this book for me, but ended up using it to provide some feedback on a coworker's resume and got fantastic results. I almost completely re-wrote his resume, and apparently he liked it because he used most of it and landed one of the first jobs he applied for! (though he is a great guy with good qualifications)I chose this

particular book because it covers all of the bases and has practical advice on crafting a great resume. It includes information on the types of resumes (chronological, functional) and C.V.'s (both scientific and academic) and the basic content and length for each. There are also brief sections on cover letters, business cards and job searches. The best strength of this book is the exercises it provides for writing the "experience" section and selling yourself. The exercises were easy to follow, thought-provoking and allowed me to emphasize and extol my coworker's best qualities (hopefully I can do the same for myself when it comes time!) I came away with text that really had some "punch" to it. I also used the sample resumes in the back to find a format that made the best information pop out visually. It really made the resume look professional and impressive. The book also answers a number of general questions about resumes and what should and should not be included. It is easy-to-read and contains a good amount of information without being overwhelming. (You want to write a good resume, but don't want to have to read 500 pages before starting!!!) Overall, I think this is a fantastic book and would definitely recommend it to others since I was impressed that even me (an engineer and terrible writer) could come up with a resume good enough to impress my coworker!!!

**Hire Me, Inc. Resumes and Cover Letters** Here's the secret to getting your foot in the door for the job of your dreams: Market yourself with your resume and cover letter using the same methods a CEO uses to sell his products. Career expert Roy J. Blitzer shows you how to use these tools to stand out as a top candidate that any organization will jump to hire. Blitzer reveals why standard, template resumes aren't enough. Instead, he shows you how to focus on measurable results and accomplishments to prove your worth and outshine your competition. Valuable sample resumes, lists of the top action words, exercises and fill-in-the-blank work sheets help you craft a resume that gets you noticed-and hired.

**About the Author** Roy J. Blitzer is an executive coach and management consultant with 30 years of experience as a human resources and business management professional.