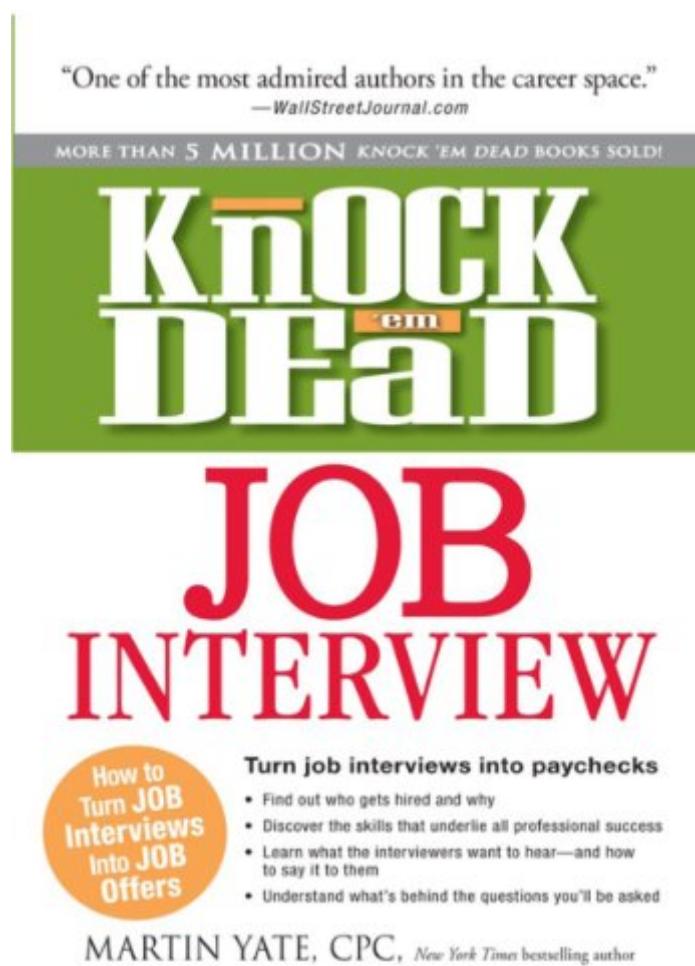


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# Knock 'em Dead Job Interview: How To Turn Job Interviews Into Paychecks



MARTIN YATE, CPC, *New York Times* bestselling author



## **Synopsis**

Do you know how to turn job interviews into job offers? Do you realize that this is probably the single most important skill you can develop, because this ability is what puts food on your table, keeps a roof over your head and has significant impact on the overall success of your career. Yet you almost certainly have less experience turning job interviews into job offers than with any other essential professional skill. In a world without job security this is obviously a critical skill set that you need to survive and succeed in life. Every page is packed with tips and tactics that will work for you at any job interview. You'll learn how to prepare psychologically for interviews, how to turn phone interviews into face-to-face interviews, and how to dress for success on the big day. Most importantly, you get insider knowledge for answering hundreds of tough questions: Behavioral questions won't scare you anymore. You don't get canned answers, but an understanding of what is behind each question, what the interviewer seeks in asking it, what points you need to get across, plus a sample response. You'll learn how to follow up effectively and negotiate the best possible job offers, and you'll also get 100 questions to ask that help you evaluate both the job offer and your potential new boss. With no filler and never a word wasted, Knock 'em Dead Job Interview shows you how to turn job interviews into job offers and paychecks, increasing your professional success and financial stability. Right now you can develop skills that you will need to sustain your professional growth and stability throughout the balance of your career. This is advice that you'll value for a lifetime, what are you waiting for?

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## **Customer Reviews**

Unfortunately I found myself back in the job market recently and it seems I am not doing too well in the interview process. I picked up this book last week and it is full of great tips and tricks. I think one of the biggest take aways I got from this book is that I need to turn the job interview into a job offer. I have always just been going in like I am in a test, and I think I have been way to nervous. I took many notes from this book on different areas of interviewing that I struggle with and feel that I am now much more prepared for the next interview that I have coming up tomorrow. Thank you for helping to ease my fears of interviewing again after being pushed back out in the job market.

There are lots of resources available to people on the job market. But many of them stick to focusing on applying for jobs ÃƒÂ¢Ã  ¬Ã  œ how to search for a good job, how to make your resume stand out, etc. ItÃƒÂ¢Ã  ¬Ã  „cs rare to find advice on preparing for an interview and negotiating the terms of your employment. I was impressed by how much advice was given in this book and how many aspects of the interview preparation and process were given. From appearance to body language to maintaining your composure when the interviewer gets a little too personal, every scenario seemed to be covered. The author offered so many tips that never would have occurred to me. This is an excellent tool to keep on hand throughout a job hunt, and even as a refresher when youÃƒÂ¢Ã  ¬Ã  „re trying to make yourself invaluable to your employer or if youÃƒÂ¢Ã  ¬Ã  „re up for a promotion. This book reminds us to maintain a sense of professionalism that seems lost on so many applicants. I am confident that I will stand out from the crowd in my future applications and interviews.

This is a great book and it's not for the shy or timid. Yates does a good job of giving you the hard core realities behind hiring decisions, career success and the granddaddy of them all 'Understanding What You're Selling and What Your Customers Are Buying' and my favorite 'Sealing the Deal'. After a three and a half hour face-to-face with department managers, I was home in bed

when I realized I hadn't prepared a formal follow-up letter. I went over my notes (discussion points, names of managers, titles etc.) and fashioned a letter. I forgot to get individual emails so the next day I hand delivered thank you notes to the front desk for each manager. The hiring decision was to be made one week from the time I interviewed, but I received a phone call the next business day from the corporate recruiter with a great offer! For the first time in my life the job hunt was fun and satisfying!

Having been at the same job for several years, it's tough getting back out there and preparing for interviews again. I know what I'm capable of, but being able to relate that successfully isn't always an easy task. Even though a lot of interviews cover the same information, I always feel like I'm not doing or saying something right. Then add in telephone and Skype interviews, which are a new thing for me, and they always make me just as nervous, if not more so, than face to face interviews do. With that being said, this book was recommended to me by a friend who works in HR after I told her of my concerns. What a Godsend! It's given me a lot to think about as I prepare for interviews and new confidence in how I present myself to potential employers. Whether someone is new to the job market or re-entering it after an absence, or looking for a new opportunity after many years of not having to interview for whatever reason, this book will prove to be invaluable.

I bought this for my offspring, who just graduated with a Master's degree and is looking for her first "real" job. She is very personable and obviously smart, but this book contains some great, simple suggestions that neither of us had thought of. the style is easily digestible, and not overwhelming or intimidating. The advice is all do-able. Time will tell if it works, but if nothing else, it is giving her more confidence as she approaches the process, and it's worth it for that alone.

One of the most nerve-racking experiences is the job interview. Most people change jobs on average once every four years, so it is essential to learn how to turn job interviews into job offers and jobs. There are so many facets to the job interview, including what the job interviewer is looking for in a prospective job seeker. There are skills that are transferable from one industry to another, but when it is a choice between otherwise equally matched applicants, it is usually the job seeker that has similar industry experience that gets the job. From the phone interview to the face-to face interview this book guides you through the steps needed to get a job. What questions you might be asked and how to best answer them is covered. The way you appear to the interviewer is covered,

with what apparel is best to wear to a job interview. It still remains true that the job interview is for many of us, a hurdle that needs to be overcome, and this book definitely assists with getting though it.

These days getting a job isn't easy so when you get those couple of interviews, you HAVE to make sure you do them right. I got this book to read about the interview process, learn, prepare and put myself in the best position of getting a job. This piece offers some excellent insight. It talks about the interviewer's perspective and what goes through their head during an interview. That is extremely helpful because if you can read your interviewer you maximize your chances of doing a good job and getting the job. Also it gives you confidence and makes you appear at ease and much less nervous. It also offers some great advice on how to act in somewhat awkward situations: like wrapping up the interview and exit, dealing with inappropriate/illegal questions, etc. There are basically chapters on how to respond to all sorts of questions, super useful. Recommend this book to anyone, such an excellent source.

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