

Starting a career as a librarian, moving, or looking for a new job? Newlen offers this brand new, comprehensive resource as a guide to get you through every step of landing the ideal library job. This practical how-to outlines three basic types of resumes and provides a nine-step process for creating one including worksheets and samples for each step. Detailed guidance for authoring attention-grabbing cover letters, the most important part of any application package, will help you capture that administrators attention and get your resume and application read. This practical and effective guide covers: Dressing for success; Developing questions to ask interviewers; Etiquette; Speaking about yourself; Mapping out a strategy for navigating the interview process by researching organizations; Rehearsing, and Following up and more. With over 50 pages of successful sample resumes, this all-in-one resource is sure to help you move closer to your next library job.

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