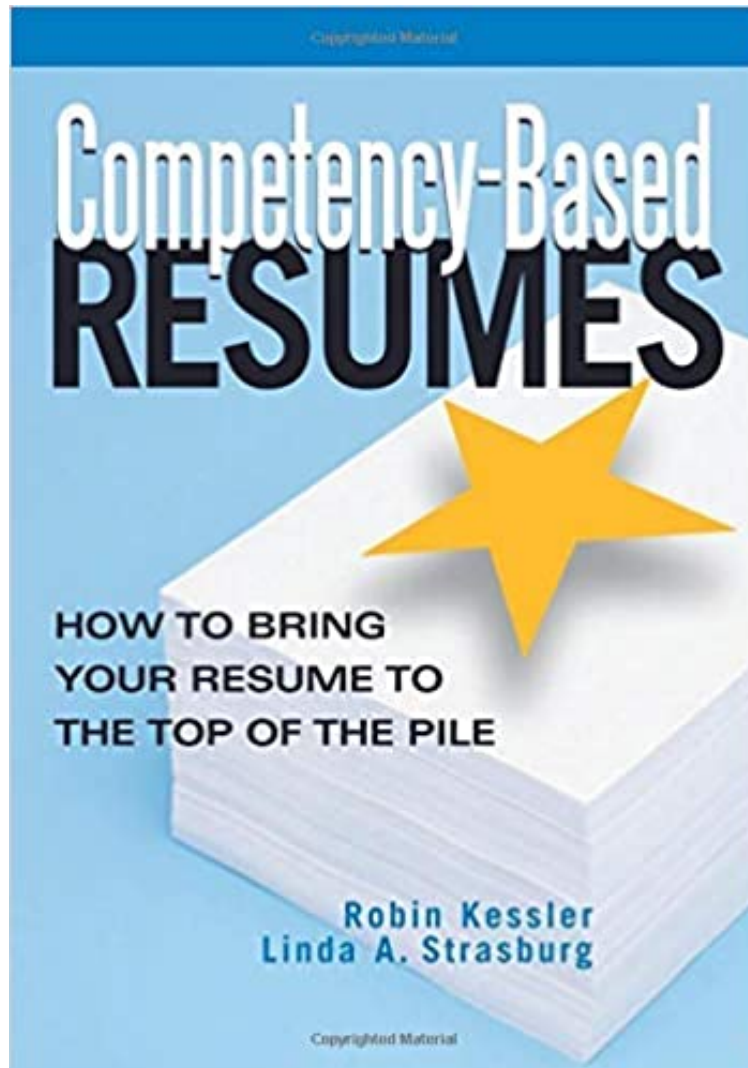


Competency-Based Resumes

by

Robin Kessler



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Synopsis

Millions of job hunters and employers are frustrated. Why aren't they working together more effectively? Because employers have changed the job-search playing field and too many candidates are using yesterday's strategies. Do you want the key to the best jobs with the best employers? It's time to play offense instead of defense. Competency-Based Resumes shows today's job candidates a new, more targeted way to write resumes to get them back on the same playing field with the best employers and improve their odds of winning the job they want. The system an employer uses when filling jobs has changed significantly in the past few years, and it is still evolving. Rather than simply looking at an applicant's past jobs, companies are instead looking at candidate's experiences in certain key areas--including measurable work habits and the personal skills, known as competencies, used to achieve objectives at work. Competency-Based Resumes offers you a new and effective way to create resumes that emphasizes the knowledge, skills, and abilities that you have and employers need. Many sophisticated U.S. and international organizations are using competency-based systems to recruit, interview, select, and promote. Corporations such as American Express, Coca-Cola, Sears, and MetLife are all looking for specific competencies. Creating your own competency-based resume will:-- Confirm to the employer that you have the expertise--or competencies--they are looking for.-- Improve your chances of being selected for interviews for the position you want.-- Help you to be perceived as being more competitive.-- Enable you to explain sticky areas in your background in a more positive way. Most applicants do not know how to apply for jobs based on this new dynamic. Few candidates write their resumes so their critical competencies are obvious. Competency-Based Resumes will move your resume to the top of the pile, giving you the edge you need in any job market, no matter how competitive.

Sort review

From the Publisher Best nonfiction books for 2005 - Cincinnati Public Library About the Author Robin Kessler is currently president of The Interview Coach, a human resources and career consulting firm in Houston, Texas. She has more than 20 years experience improving interviews, resumes, presentations, and organization communications as a human resources professional, consultant, career coach, and adjunct professor. Kessler is author of Competency-Based Interviews and Competency-Based Resumes, the first books to teach people to write their resumes and prepare for interviews considering the competencies employers are looking for. She has trained managers and employees to write effective, competency-based statements on their performance reviews and to communicate about competency-based accomplishments. She has her B.A. and M.B.A. from Northwestern University.

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Look inside the book

Pages 4 - 5 are not included in this sample. Pages 15 - 182 are not included in this sample.

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What people say about this book

Joe Bruce, "An Excellent Resource. The competency based approach has been common overseas but is now becoming more common here in the U.S. Fortunately, wise recruiters realize that instead of focusing on standardized test scores, schools that folks have attended, or whether or not a candidate has ever stepped foot in China or India, it is much more important to consider what a candidate CAN ACTUALLY DO - AND DO WELL. I have been fortunate to hear Robin present her framework live and in person and I believe that she has done an excellent job assembling this valuable resource. The examples in the book are excellent and provide very clear guidance on "how to do it". Highly recommended."

Renee, "A Must Have for Today's Job Market as a Reference on Your Shelf or Cloud. Competency-Based Resumes: How To Bring Your Resume To The Top Of The Pile

I have both the paperback and Kindle edition for convenience. I recommend this to anyone who wants to submit a Competency - Based Resume. I was asked by my current employer to submit a Competency - Based resume and I remembered I had a resource from Robin. My current employer loved my new format and my resume was submitted and the rest is history. A former student of Robin's."

Soma Chakrabarti, "Excellent Book. This book helped me in reshaping my resume for a specific job I wanted to get, in getting me an interview, and finally in getting the job. And I was coming back to the job market after an entrepreneurial adventure. Do I need to say more? It is very well written and wonderfully organized in relevant sections. My advice: BUY IT, if you are looking for a job and want your competencies to get noticed."

Ebook Library Reader, "Decent guide. Great source for writing resumes for Government related and middle to upper management job positions."

M. Graw, "Five Stars. You need to read and understand, but when you do you'll make a powerful resume"

Lori S, "Thank you for the quick shipment!. This will help me take my resume a step higher... I'm always improving my resume. I received it quickly and got it at a great price."

4evermore, "Happy customer. Arrived quick and book was New as stated. Very Happy."

The book by Robin Kessler has a rating of 5 out of 4.2. 58 people have provided feedback.

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