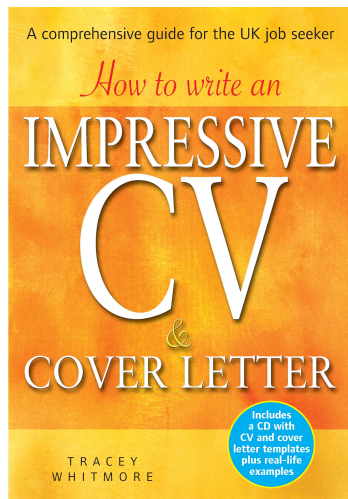


For immediate release

## Go back into the job market with the careers advisor that won't ever leave your side



It will be hard to recognise the silver lining of being out of a job until you feel able to welcome the unexpected and more exciting options that are waiting to be let in – especially if you have been in one job for a long time. Stepping back into the job market can be daunting and advisors are often short of time or too expensive. But now there is a new book and CD that stays by your side for as long as you need it.

**How To Write an Impressive CV and Cover Letter** by Tracey Whitmore could be the best CV book yet. It provides full, effective, job-hunting tactics to meet changes in recent years. It records interviews with top HR professionals, often the first point of entry.

The book and CD are packed with sample CVs and cover letters that have *actually worked* in real-life, and includes templates and full transcripts of interviews held with twelve industry experts from blue chip employers such as Vodafone, Tesco, KPMG, Korn Ferry and Jonathan Wren.

Commenting on her reasons for writing the book, Tracey Whitmore says, “*Your CV and Cover letter are your first communication with a prospective employer. As the job market has become increasingly competitive, making the right first impression has never been more important. If you compromise on the quality of your CV and cover letter, you greatly reduce your chances of winning an interview.*”

About the author: **Tracey Whitmore** worked as a head-hunter before going on to set up a successful CV writing business in 2003. Her company, *Impressive CVs* has an enviable track record for producing interview-winning CVs and cover letters for customers at all levels and across all industries.

***How To Write an Impressive CV and Cover Letter*** is published by **How To Books Ltd** [www.howtobooks.co.uk](http://www.howtobooks.co.uk). and is available at \$26.00 in bookshops and online retailers across the USA and Canada. ISBN 978-1-84528-365-0

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