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by: William Poundstone
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Business Etiquette

Don't Take the Last Donut: New Rules for Business Etiquette
by: Judith Bowman
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Miss Manners Minds Your Business
by: Judith Martin
395 M

301 Smart Answers to Tough Business Etiquette Questions
by: Vicky Oliver
Freading E-Book Collection

No Sneakers at the Office: A Practical Handbook for the Business World
by: Adam T. Scholl
650.1 S

Looking for additional books on employment topics, check out the 650 section of the library and the Freading E-Book Collection on the library website.
http://mrlib.freading.com/index
Search in the Business & Economics Category in the sub-category of Careers.

Library Database

Learning Express - Modules in this database include Job Search & Workplace Skills (Business Writing, Resumes, Cover Letters, and Interviewing) and Jobs & Careers (practice exams for a variety of job certifications).
http://www.mrlib.org/Reference/OnlineDatabases.aspx

Internet Resources

Daily News Record – Local Job Listings -
http://www.print2webcorp.com/marketplace/Harrisonburg/DisplayAds/

Indeed – Job Search Aggregator – www.indeed.com

Virginia Workforce Connection – Local Job Listings -
http://www.vajobconnections.com/

WHSV Job Board – Local Job Listings -
http://www.vajobconnections.com/

For additional on-line resources check out the Job Resources page on the library's website at http://www.mrlib.org/Employment/Job-Resources.aspx

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The Encore Career Handbook: How to Make a Living and a Difference in the Second Half of Life
by: Marci Alboher
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Eliminated! Now What?: Finding Your Way from Job-Loss Crisis to Career Resilience
by: Jean Baur
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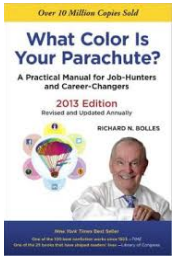

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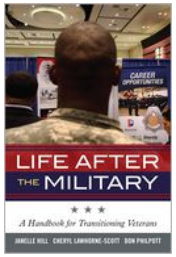

Life after the Military: A Handbook for Transitioning Veterans
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The Panic Free Job Search: Unleash the Power of the Web and Social Networking to Get Hired
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Cracking the New Job Market: The 7 Rules for Getting Hired in Any Economy
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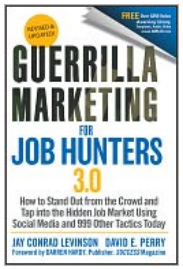

Guerrilla Marketing for Job Hunters 3.0: How to Stand Out from the Crowd and Tap into the Hidden Job Market Using Social Media and 999 Other Tactics Today
by: Jay Conrad Levinson
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The 6 Reasons You'll Get the Job: What Employers Look for – Whether They Know It or Not
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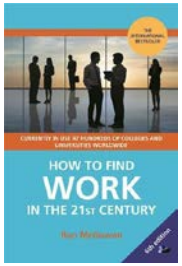

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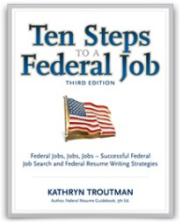

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Job Searching with Social Media for Dummies
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Knock 'em Dead: The Ultimate Job Search Guide, 2014
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Resume

Resumes for the Rest of US: Secrets from the Pros for Job Seekers with Unconventional Career Paths
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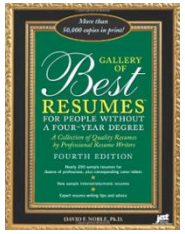

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