



Ultimate Interview: 100s of Great Interview Answers

Lynn Williams

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In preparing for an interview, it's useful to understand what organizations are looking for in a candidate. *Ultimate Interview* offers insight into how employers decide what they are looking for in a job candidate, how they use this to draw up the questions, how selection procedures work, why employers conduct interviews and what's likely to happen at the average interview.

Williams gives all of the background information that candidates need as well as essential practice. Uniquely among interview guidebooks, this book organizes common interview questions according to specific job types, such as management, sales and marketing, administrative, clerical. This helps focus on the questions that are most relevant to a specific situation. Each section looks at the thinking behind the questions, and suggests an effective method of answering.

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