



Job Placement Strategies for Paralegals

Margaret E. Pickard

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Job Placement Strategies for Paralegals is a job search guidebook for paralegal students and professionals. This practical workbook outlines placement skills and strategies for helping job seekers find a position in the fast growing paralegal profession. The book offers effective tools and strategies to help paralegals prepare a professional resume and cover letter, find job opportunities in the private and public sector, win over prospective employers in the job interview, and evaluate job offers, including salary, bonus structure, and benefits packages. The guide includes a detailed resume worksheet that will direct job seekers in preparing and customizing a resume for a successful job search. Specific interview questions, including the dreaded "zinger" questions are set forth with winning answers provided. This essential resource will help paralegals in all stages of their careers.

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