



Dear Job Seeker,

Most job changers usually just need a fresh new resume and cover letter to market their skills and accomplishments in the most effective way, which is the first step in tackling the job search process. If you would like to create your own Resume and Cover Letter, I have written comprehensive instructions within this guide to accompany my Resume and Cover Letter Templates (in Word Document format) to help you through the process.

If after having purchased a Template Package you decide you would rather hire me to format and edit your current resume and have a cover letter written for you, please refer to the Executive Packages on my website www.angelmccormack.com . If I am able to take on new clients at that time (based on current caseload at that time), I will deduct what you spent on templates from the cost of the Executive Package.

*I have created this “**Job Search Guide to Career development**” as a compilation of the most effective tools you can use for this intensive yet rewarding process. I have taken the most relevant information gleaned from over a decade of experience as an Executive Career Counselor and have synthesized it down to the most effective tools and resources for your self-directed job search.*

I hope you find this very useful and pivotal in your job search or job change process!

Sincerely,

Angel McCormack

Job Search Guide to Career Development

By: Angel McCormack

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