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# HBR Guide to

## Getting the Right Job

**Focus your search**  
**Sell your skills**  
**Gauge the fit**

# Hbr Guide To Getting The Right Job

**Karen Dillon**



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Harvard Business Review,2013-01-08 MEET YOUR GOALS ON TIME AND ON BUDGET How do you rein in the scope of your project when you ve got a group of demanding stakeholders breathing down your neck And map out a schedule everyone can stick to And motivate team members who have competing demands on their time and attention Whether you re managing

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**HBR Guide to Managing Stress at Work** Harvard Business Review,2014-01-14 Are you suffering from work related stress Feeling overwhelmed exhausted and short tempered at work and at home Then you may have too much stress in your life Stress is a serious problem that impacts not only your mental and physical health but also your loved ones and your organization So what can you do to address it The HBR Guide to Managing Stress at Work will help you find a sustainable solution It will help you reach the goal of getting on an even keel and staying there You ll learn how to Harness stress so it spurs not hinders productivity Create realistic and manageable routines Aim for progress not perfection Make the case for a flexible schedule Ease the physical tension of spending too much time at your computer Renew yourself physically mentally and emotionally

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*HBR Guide to Managing Up and Across (HBR Guide Series)* Harvard Business Review,2013-01-08 ARE YOUR WORKING

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