

2 'New' Cover Letters To Get You Hired!

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Learn how to create an amazing cover letter: <http://www.resumebycprw.com/cover-letter.htm>

Here's your chance to do what few other job hunters do—write two powerful cover letters that will put you in front of the pack. You might be wondering what this is all about. A cover letter's a cover letter, isn't it? Now am I telling you there are various flavors? That's exactly what I'm saying. With millions of people looking for jobs each year, you need to try something new. Forget vanilla letters. Let's go for rocky road and praline chip.

#1: Networking Cover Letter

The **networking cover letter** helps you reach out to the people in your life who can help you the most—family members, friends, neighbors, associates, and professional men and women. They can assist you in making contacts you might never be able to make on your own. Ask them for employment leads, referrals from their circle of influence, advice, knowledge, and even personal introductions.

To achieve these leads, start with a master list of everyone you can think of. Take out those old business cards you stuffed in a pocket or drawer. Look at association rosters, church directories, e-mail address books, any and all groups you are affiliated with. Then send your networking cover letter to each person on the list, asking for help. This will take some time to accomplish but it will pay off, I promise you that. The more people who know about you and what you need and want, the greater the results.

Networking Cover Letter Tips:

- Limit your letter to one page.
- List your abilities and strengths.
- Ask for job leads and referrals.
- Clip your resume to the cover letter.
- Send a thank you note to those who respond.

#2: The All-In-One Resume Cover Letter

The **resume cover letter** combines the best of a cover letter and resume in one. This letter is an ideal tool to catch the interest of recruiters, headhunters, and agencies where brevity and speed are essential.

Condense the essentials from your resume and put them in a bulleted list within the letter itself. Strive for one page. This powerful document helps you gain attention, make your point, and ask for what you want.

So why wait another minute? Step up to the task of landing that dream job with these two letters that will increase your 'net' worth: the networking cover letter and an all-in-one resume cover letter.

Jimmy Sweeney is the president of CareerJimmy and author of several career related books and writes a monthly article titled, "Job Search Secrets." Visit our friends at Amazing Cover Letters for your "instant cover letter today: <http://www.resumebycprw.com/cover-letter.htm>. "In just 3½ minutes you will have an amazing cover letter guaranteed to cut through YOUR competition like a hot knife through butter!"

