



# The Pharmacy Professional's Guide to Resumes and CV's and Interviewing (Reinders, The Pharmacy Professional's Guide to Resumes, CVs & Interviewing)

By Thomas P. Reinders

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The 3rd edition of this popular resource for student pharmacists and pharmacy professionals provides step-by-step instructions on preparing the resume, the curriculum vitae (CV), and cover letters, and preparing for the interview. This is a valuable resource for anyone seeking employment in the pharmacy field. The start-to-finish approach walks the reader through each phase of the process, providing helpful advice and sample forms along the way. A chapter on planning a career path in pharmacy is new to this edition.

- \* Updated sample resumes and CVs for pharmacists and technicians in a variety of settings, including community pharmacy, hospitals, academia, and industry.
- \* Concise tips for writing and formatting effective resumes and CVs, including electronic versions.
- \*New chapter on planning a career path in pharmacy.
- \*Tables that make it easy to select applicable action verbs, keywords, and other useful material.
- \*Nuts-and-bolts guidance for making the most of interviews.
- \*Nearly 20 pages of sample interview questions.
- \*Carefully researched lists of prime resources, Internet sites, and other reference works.

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## **Editorial Review**

### **Review**

A variety of books are available to help people present themselves in the best light as they pursue new jobs; however, resources currently available do not focus specifically on the field of pharmacy. This book fills that niche for students, residents, and pharmacists in a variety of practice settings, as well as pharmacy technicians. --Kristi W. Kelley, PharmD Harrison School of Pharmacy, Auburn University

With its comprehensive coverage of career planning, career goals, resumes, CVs, and interviewing, the third edition of *The Pharmacy Professional's Guide to Resumes, CVs, and Interviewing* can be used as a guide for student pharmacists, pharmacists, and technicians alike when obtaining that first or subsequent job, residency, or fellowship positions. --Katherine S. Hale, PharmD, BCPS Pharmacy Today, December 2011

### **About the Author**

Thomas P. Reinders, PharmD, is Associate Dean for Admissions and Student Services at Virginia Commonwealth University School of Pharmacy in Richmond, Virginia. He has more than 30 years experience as a pharmacy practitioner, educator, and administrator. Throughout his career he has analyzed hundreds of resumes and CVs and conducted even more interviews, giving him broad insight into strategies that work.

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