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Books Authored  
by Joel Garfinkle



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## GETTING AHEAD - *Apply PVI Model for Career Advancement*

### 6 Ways To Beat Workplace Distractions

In today's fast-paced world, staying on task is no easy feat. Between constant email alerts, phone calls, and coworker interruptions, it's a wonder we manage to get anything done.

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### 25 Surprising Facts About Billionaire Entrepreneur Bill Gates

Check out these fascinating facts about Microsoft's founder. He's the founder of Microsoft, an inventor and the world's most prolific philanthropist. He's also the richest man on the planet, with a net worth north of \$79 billion. What do you really know about Bill Gates?

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## CAREER CENTRAL - *Tips for Career Changers*

### 3 Employer Concerns Every Job Candidate Must Address

Stand out to hiring managers by considering their perspectives.

Imagine you are shopping for an electronic widget and have several models from which to pick. As part of making an intelligent purchasing decision, you would want to know a few basic things about the widget:

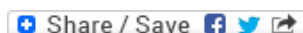
- Is it in my price range?
- Will it perform as advertised?
- Will it live up to my expectations?

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### Motivated Minute Quotes to Inspire

"What helps people, helps business." ~ Leo Burnett

"Let me tell you the secret that has led me to my goal. My strength lies solely in my tenacity." ~ Louis Pasteur

"Concentrate all your thoughts upon the work at hand. The sun's rays do not burn until brought to a focus." ~ Alexander Graham Bell

### Coaching Corner Joel's Words of Wisdom



Tips on How to Dress for Success During Your Job Interview

It's an old cliché, but it's true—you never get a second chance to make a first impression. However, that doesn't necessarily mean a three piece suit and a Rolex. Let's talk about how you want to be perceived by your interviewers.

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