

For When You Want More Than the Official Line!

the Unofficial Guide™ to Hiring and Firing People



- ♦ The inside scoop on finding and keeping the best talent
- ♦ An unbiased appraisal of screening and interviewing techniques
- ♦ All the critical facts you need to get the employees you want

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The Unofficial Guide To Hiring Contractors Unofficial Guides

Anna West



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Bradley,1998-12-09 It s typically the biggest expense you will encounter in a lifetime The right choice can make you ecstatic and the wrong one can leave you burdened beyond belief Buying a home requires extensive information the more you know

increases the chances that you ll live there happily ever after The Unofficial Guide to Buying a Home presents readers with unbiased street smart advice that helps them assess their options How much home can you afford How do you find a realtor Where should you buy What type of mortgage should you apply for How do you make sense of all those fees And how do you make certain that you re really purchasing your home sweet home This is the first guide to truly address the anxiety that goes along with the purchase of a lifetime *The Unofficial Guide to Buying or Leasing a Car* Donna Howell,1998-10-09 More than just dealing with the dealership buying or leasing a car means everything from deciding on a model knowing when to get in on the best seasonal car deals how to choose a great used vehicle where to go for affordable financing and what strategies work in the negotiating process This comprehensive authoritative book covers The lowdown on leasing when is it the right choice The bottom line on achieving the best price and avoiding rip offs The inside scoop on how to evaluate options to make an informed decision The Unofficial Guide? to Overcoming Arthritis Lisa Iannucci,Mark Horowitz,1999-05-21 The inside scoop for when you want more than the official line More than one in seven Americans will suffer from arthritis at some point in their lives The term arthritis refers to a family of more than 100 distinct disorders including osteoarthritis rheumatoid arthritis lupus and gout Each type creates different symptoms and demands different treatment If you have arthritis you want to keep the aches and pains from cramping your lifestyle You want to explore the best treatments preventative strategies and pain management techniques available You want information on the latest medications that may ease your symptoms You want the inside scoop The Unofficial Guide to Overcoming Arthritis gives savvy people like you a foolproof appraisal of everything you need to know with unbiased recommendations that are not influenced by any company product or organization This book like every Unofficial Guide is intensively inspected by The Unofficial Panel of Experts a team of highly respected medical professionals They ensure that you are armed with the most up to date insider information on arthritis and are told exactly what the Official establishment doesn t want you to know Vital Information that other sources can t or won t reveal including all the current therapies and medical interventions available Insider Secrets from medical specialists and clinical researchers and people just like you who have found the best strategies for coping with arthritis Money Saving Techniques that let you choose effective treatments without running up high medical bills Time Saving Tips that help you overcome the aches and pains of arthritis with minimal disruption to your daily routine The Latest Trends in arthritis treatments including both traditional and non traditional therapy Handy Checklists and Charts that help you manage your arthritis and minimize its impact on your daily life Macmillan Lifestyle Guides The Unofficial Guide to Investing in Mutual Funds Stacie Zoe Berg,1999-03-31 Insider secrets are given to choosing the most profitable mutual fund investments plus the lowdown on diversification boosting investments by making tax wise decisions and adapting portfolios to individual needs **The Unofficial Guide to Childcare** Ann Douglas,1998-10-09 Childcare has always been a concern for parents There are more than 20 million U S households with young children more than half of whom receive care from

someone other than the parents So how exactly is a mother and or a father to wade through the options to determine what s right for their family The Unofficial Guide to Childcare can help set minds at ease with its unbiased street smart style and practical tools to help parents interview caregivers and evaluate childcare facilities From assessing a particular child s needs to finding a caregiver assessing health and safety practices to noticing warning signs in daycare facilities to transitioning a child into daycare this guide will aid parents as they make one of the biggest decisions of their lives **The Unofficial Guide to Coping With Menopause** Donna Howell,1999-05-26 This guide provides the inside information that many doctors aren t disclosing but that the savvy woman demands Topics include estrogen replacement therapy osteoporosis heart disease and the benefits of exercise and diet **The Unofficial Guide to Washington, D.C.** Renee Sklarew,2019-12-24 Honest and Outspoken Advice Helps Plan Your Next Trip Written by Washington D C s Renee Sklarew this is the insider s guide to Washington at its best with more than 50 restaurants and nearly 100 hotels reviewed and ranked for value and quality plus secrets for getting the lowest rates With advice that is direct prescriptive and detailed it takes the guesswork out of travel by unambiguously rating and ranking everything from attractions to rental car companies The Unofficial Guide to Washington D C digs deeper and offers more than any other guide With an Unofficial Guide you know what s available in every category from the best to the worst Step by step detailed plans allow you to make the most of your time in Washington D C There s a reason why more than 6 million Unofficial Guides have sold these books work The guides have been cited by such diverse sources as USA Today and Operations Research Forum **The Unofficial Guide to Starting a Small Business** Marcia Layton Turner,2011-08-24 The inside scoop for when you want more than the official line Want to be your own boss but aren t quite sure how to make it happen This savvy guide will show you the way Now revised and updated to cover the latest regulations techniques and trends it walks you step by step through the entire start up process from coming up with a business plan and lining up financing to setting up shop marketing to your customer base and dealing with accounting taxes insurance and licenses Packed with real world tips and tricks that you won t find anywhere else it delivers all the know how you need to declare independence from the 9 to 5 world launch your business and watch the profits grow Vital Information on real world entrepreneurship that other sources don t reveal Insider Secrets on how to secure financing and choose a winning location Money Saving Techniques including low cost ways to market your business Time Saving Tips for creating a business plan and handling legal and accounting basics The Latest Trends including how to launch a profitable home or Web based business Handy Checklists and Charts to help you plan your start up and succeed in the marketplace *Beyond the Comfort Zone* Anna West,2003-04-06 Beyond the Comfort Zone set in Yunnan province China and in Thailand concludes the Laney and Cade Trilogy Journeys Through Scenic Chaos Convinced by their longtime friend Evelyn Mc Duff to join a tour through minority villages near Lijiang Laney and Cade soon find themselves on separate paths Laney stays in Lijiang to give moral support to the aunt of a young tour guide who has gone missing Once again Laney s helpful nature puts her in danger

Cade and a friend pursue a man they suspect of having bilked them out of the money they have invested to promote his small hotels An American expatriate a former scholar now propelled by greed and a desire for vengeance against a former lover links Laney and Cade and their associates to a scheme that attracts the attention of a government agent and causes Cade to face arrest unless he helps to apprehend the perpetrator of the best sleazy business of the day **Discovering the Magic Kingdom: an Unofficial Disneyland Vacation Guide** Joshua C. Shaffer,2010-09-24 Never before has there been such a complete unofficial Disneyland guidebook for kids of all ages Whether you are traveling for the first time or its your familys annual trip this vacation guide has it all Discover the many exciting fun facts with this one of a kind book Discovering the Magic Kingdom An Unofficial Disneyland Vacation Guide Packed with ways to cut expenses such as planning your trip through AAA how to plan a Disney birthday or wedding hidden Mickey locations a scavenger hunt history of the parks ghost stories how to utilize Fast Passes over 100 photos and much more youll never leave for Disneyland without it The Unofficial Guide to Managing Rental Property Melissa Prandi, MPM,2005-01-21 The inside scoop for when you want more than the official line So you ve decided to invest in real estate congratulations but now you need to know how you can best manage your property and maximize your profit How much should you spend on renovations Where will you find responsible tenants And how can you keep on top of new government regulations The Unofficial Guide to Managing Rental Property answers these questions and many more giving you insider guidance and valuable tips on managing and profiting from your investments You ll find savvy advice on everything from legally setting rental criteria and managing properties part time to successfully evicting delinquent tenants and collecting damages This comprehensive easy to follow guide reveals what other sources can t or won t presenting unbiased recommendations to help you get the most out of your investments and enjoy them Vital Information on finding and financing great rental property and calculating rent and profit Insider Secrets on selecting and retaining good tenants ensuring on time rent and collecting late rent Money Saving Tips for rehabbing a property and obtaining good tax advice The Latest Trends in writing legal effective ads and interviewing and screening applicants to avoid potential problems Handy Forms and Letters for contracting new tenants and communicating with current occupants *Forthcoming Books* Rose Arny,2003-12

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