

# Cov kev khau xab nas Nrhiav neeg ua hauj lwm

Txoj kev tshawb nrhiav saib pos yuav muaj hauj lwm ua nyob hauv tsab ntawv xov xwm cov ntawv khau xab nas tseem yog ib yam uas sawv daws ib txwm nyiam ua tshaj plaws thiab ho yog yam tseem ceeb ntawm txoj kev nrhiav saib pos yuav muaj hauj lwm ua. Ze ntawm 46% ntawm tag nrho cov neeg nrhiav hauj lwm ua yog cov uas muaj kev tshawb xyuas cov lus khau xab nas txais neeg ua hauj lwm, uas yog ib txoj kev tseeb kom nrhiav tau hauj lwm txog li 24%.

Cov theem hauv qab no yog kev pab qhia kom koj ho paub siv ua ib qho tseem ceeb ntawm koj txoj kev tshawb xyuas hauv cov lus khau xab nas nrhiav neeg ua hauj lwm.

1. Vaj voog txhua txoj hauj lwm uas koj xav ua.
2. Khaws tseg puas tsav yam ua kev npaj tseg thaum koj yuav hu xov tooj.
3. Yog lawv muab tug zauv xov toob tseg, hu mus nug tam sim. Nrhiav kom muaj ib phau ntawv me me siv sau cov npe, cov chaw nyob, etc.
4. Yog ib qhov chaw nyob ho tau sau tseg, koj tus kheej yuav tsum mus ntsib luag kom tau. Tshob cia luag xam phaj koj hauv lub xov tooj; sim saib koj pos yuav tau mus xam phaj nrog luag.
5. Yog hais tias luag ho xav kom koj sau ntawv, sau rau luag tam sim ntawd. Nyob rau hauv koj daim cover letter (tsab ntawv uas koj npaj yuav muab rau luag) yuav tsum muaj koj lub npe, chaw nyob, thiab tug zauv xov tooj, thiab ho xa koj ib daim qauv resume mus nrog (ntawv qhia hais txog koj cov hauj lwm uas koj tau ua los dua).
6. Feem ntau ntawm cov ntawv khau xab nas uas muaj paus muaj ntsis yuav qhia kom paub tau txog tej yam uas luag xav kom txhua tus neeg nrhiav hauj lwm yuav tsum muaj ua ntej luag yuav muab hauj lwm rau: kev kawm hauj lwm, kawm ntawv, kev txawj ua hauj lwm, lub cev pos yuav ua taus, hnub nyoop laus li cas, etc.
7. Ib qhov khau xab nas “dig muag” yog ib qhov khau xab nas uas tsis muaj lus dab tsi qhia tseg hais tias tus tswv hauj lwm yog leej twg los sis qhia tsis tau hais tias txoj hauj lwm yog li cas. Txhua zaug mas tib yam kev teb mas yog muab tus zauv lub box qhia tseg xwb.

Ib qhov khau xab nas dig muag yuav zoo xws raws li peb yam nram no:

- a. Ib Yam khau xab nas muaj paus muaj ntsis uas yog cov tsev ua hauj lwm tau ceeb toom tawm hais txog ib lub tswv yim los sis lwm yam uas tsis tau txiav txim siab yuav qhia hais tias lawv yuav txais neeg ua hauj lwm.
  - b. Ib lub tsev nrhiav neeg ua hauj lwm tug kheej uas xav nrhiav neeg tuaj sau npe ua hauj lwm nrog lawv. Lawv kuj zoo rau ib qho hais tias lawv yuav qhia kev rau neeg mus nrhiav ib cov hauj lwm, thiab yuav yuam kom tus neeg nrhiav hauj lwm them nqe rau lawv los sis tus tswv zog them nqe rau lawv.
  - c. Ib "txoj kev ntxias noj" yuav caws ib rooj ntxiab rau cov neeg uas xav-xav nrhiav kom tau hauj lwm ua. Lawv yuav yuam kom koj ho xub them nqe ua ntej yuav muab cov npe tswv zog rau uas koj yeem yuav muaj peev xwm ua tau ib yam nkaus thiab ho yog dawb-dawb xwb. Yuav tsum ceev faj txog txhua tug neeg uas xav kom koj them nqe ua ntej nws yuav muab cov xov xwm rau koj.
8. Ceev faj txog tej yam zoo lus hais xws li:
- Ntsib pej xeem los sis ua phooj ywg nrog pej xeem — tej npam yuav txhais hais tias muag khoom ib lub qhov rooj-rau-ib lub qhov rooj
  - Txhawb kev muag khoom — txhais hais tias kev muag khoom tua nqha
  - Txais lus cog sab nraud — Nrhiav kev sib yuam ib lub tsev-rau-ib lub tsev
  - Ua hauj lwm thawj coj los sis xaiv ua tus neeg kav hauj lwm — tej npam yuav txhais hais tias koj yuav tsum sau koj tej phooj ywg thiab kwv tij coj los sau ua ib pab neeg muag khoom
  - Hmoov yuav tau nyiaj — cov hmoov no mas tsawg kawg nkaus koj yuav tau cov nyiaj ntawd mas kuj yuav siv sij hawm ntev.
9. Thaum koj hu xov tooj mus nug txog ib qhvo khaus xab nas mas yuav tsum hais kom zoo mloog, hais yam kev phooj kev ywg, hais kom tseeb thiab npaj cov lus yuav teb rau txhua yam lus nug. Txhob "umm thiab ahh". Txhob ua suab li koj txog-txog siav, dhuav, nyuab siab los sis tsis paub. Nco ntsoov hais tias cov suab ib ncig ntawm koj yuav tsum kom ntsiag to (tsis pub qhib TV, xov tooj cua, me nyuam yaus qw, etc...). Sim nug saib puas yuav tau sij hawm teem mus xam phaj. Cov lus uas koj tham hauv xov tooj, yeem tsawg yeem zoo. Nco ntsoov kom tau tus neeg lub npe kom tseeb, hnub thiab sij hawm thaum yuav mus xam phaj, thiab qhov chaw nyob thiab t xo j kev yuav tuaj mus kom txog ntawd.
10. Ua tsaug rau tus neeg txoj kev pab thiab tab kaum ntawm nws lub sij hawm. Yuav tsum ua suab li koj xav-xav yuav tuaj ntsib lawv thiab xav muaj kev xam phaj.