

LIBRARY RESOURCES FOR CAREER EXPLORATION

Library Resources – a selection from the ERC library

What Types of Jobs or Careers Am I Well Suited For?



America's Top Jobs for People Without a Four-Year Degree: Detailed Information on 190 Good Jobs in All Major Fields and Industries / Farr, J. Michael.
HD 5724 .F27 2003 (Reference)

The Career Chronicles: an insider's guide to what jobs are really like: the good, the bad, and the ugly from over 750 professionals / Gregory, Michael
HF 5382 .G733 2008 (Lower Level)

Career Directions (4th Ed.) /Yena, Donna J.
HF 5381. Y46 2007 (Lower Level)

Career Information Center /MacMillan Reference USA
HF 5382.5 .U5 C32 2007 (Reference)

Careers and occupations: looking to the future / Doak, Melissa J.
HD 5723 .C37 2008 (Reference)

Courting your career: match yourself with the perfect job / Graham, Shawn
HF 5382.7 .S72 2008 (Lower level)

Encyclopedia of Careers and Vocational Guidance / J.G. Ferguson Publishing Company
HF 5381 .E52 2008 (Reference)

What Color Is Your Parachute? : A Practical Manual for Job-Hunters and Career-Changers / Bolles, Richard Nelson
HF 5382.7 .B65 2009 (Lower Level)

What Types of Jobs or Careers Are Available?



Back on the career track: a guide for stay-at-home moms who want to return to work / Cohen, Carol Fishman
HF 5382.65 .C64 2007 (Lower Level)

Careers for Car buffs & Other Freewheeling Types / Lee, Richard S.
HD 9710 .A2 L433 2004 (Lower Level)

Careers for Cybersurfers & Other Online Types / Eberts, Marjorie
TK 5102.6 .E24 2004 (Lower Level)

Careers for Sports Nuts & Other Athletic Types / Heitzmann, William Ray
GV 734.3 .H445 2004 (Lower Level)

Career opportunities in the Internet, video games, and multimedia / Taylor, T. Allan
HF 5105.875 .I57 T376 2007b (Reference)

Career wisdom for college students: insights you won't get in class, on the Internet, or from your parents / Vogt, Peter
HF 5381 .V58 2007 (Lower Level)

Encyclopedia of Careers & Vocational Guidance / J.G. Ferguson Publishing Company
HF 5381 .E52 2008 (Reference)

Firestarters: 100 Job Profiles to Inspire Young Women /Beatty, Kelly and Dale Salvaggio Bradshaw
HF 5382.6 .B43 2006 (Lower Level)

Job Search: Marketing Your Military Experience /Henderson, David G.
HF 5549.5 .I6 K722 2004 (Lower Level)

Occupational Outlook Handbook / United States Bureau of Labor Statistics
HF 5382.5 .U5 O23 2008-2009 (Reference, also available online at <http://www.bls.gov/oco/>)

Opportunities in Biological Science Careers / Belikoff, Kathleen
QH 314 .W525 2004 (Lower Level)

Opportunities in child care careers / Wittenberg, Renee
HQ 778.7 .U6 W57 2007 (Lower Level)

Opportunities in Culinary Careers / Donovan, Mary Deirdre
TX 911 .3 .V62 D66 2003 (Lower Level)

Opportunities in dental care careers / Kendall, Bonnie L
RK 60 .K44 2006 (Lower Level)

Opportunities in Health and Medical Careers / Leo, D'Orazio
HF 5382.75.U6 H46 2004 (Lower Level)

Opportunities in Music Careers / Gerardi, Robert
ML 3795 .G47 2002 (Lower Level)

Opportunities in Occupational Therapy Careers / Zona, Weeks
HQ 759.48 .Q54 2004 (Lower Level)

Start your health care career / Kimball, Cheryl
R 697 .A4 K56 2007 (Lower level)

Start Your Real Estate Career / Mintzer, Richard
HD 1375 .M484 2006 (Lower Level)

Vocational Careers Sourcebook: Where to Find Help Planning Careers in Skilled, Trade, & Nontechnical Vocations / Darga, Amy
HF 5382.55 .V633 2002 (Lower Level)



I Have An Interview! (Resumes, Cover Letters, & Interview Skills)

Amazing Resumes: What Employers Want To See--& How to Say It / Blight, Jim
HG 173. R55 2005 (Lower Level)

The Career Fitness Program: Exercising Your Options /Sukiennik, Diane et al.
HF 5381 .S914 2004 (Lower Level)

The Ferguson guide to resumes and job hunting skills: a step-by-step guide to preparing for your job search/ Hinds, Maurene J
HF 5383 .H49 2005 (Lower Level)

How to prepare your curriculum vitae / Jackson, Acy L
HF 5383 .J24 2003 (Lower Level)

Job interview tips for people with not-so-hot backgrounds: how to put red flags behind you to win the job / Krannich, Caryl Rae
HF 5549.5 .I6 K722 2004 (Lower Level)

Perfect phrases for the perfect interview /Martin, Carole
HF 5549.5 .I6 M37 2005 (Lower Level)

Resumes and Job-Hunting Skills: A Step by Step Guide to Preparing for Your Job Search / Hinds, Maurene J.
HF 5383 .H49 2005 (Lower Level)

Resumes for Health and Medical Careers: With Sample Cover Letters / VGM Career
R 690 .R48 2004 (Lower Level)

Resumes for High Tech Careers: With Sample Cover Letters / VGM Career Books
HF 5383. R44 2004 (Lower Level)

Resumes for nursing careers / McGraw-Hill Book Company.
RT 86.7 .R45 2007 (Lower Level)

Rules of Thumb for Business Writers / Wienbroer, Elaine Hughes, Jay Silverman
HF 5718.3 .W54 2005 (Lower Level)

Step-by-step resumes: build an outstanding resume in 10 easy steps / Salvador, Evelyn
HF 5383 .S25 2006 (Lower Level book, corresponding software at circulation desk)



I Have The Job, Now What...?

5 Steps to Professional Presence: How to Project Confidence, Competence, and Credibility at Work / Bixler, Susan and Lisa Dugan HF 5386. B475 2001 (Lower Level)

10 Things Employers Want You to Learn in College: The Know-How You Need to Succeed / Coplin, W. D.
LC 1037.5.C68 2003 (Lower Level)

30 ways to shine as a new employee: a guide to success in the workplace / Bissonnette, Denise
HF 5386 .B57 2004 (Lower Level)

Be Happy at Work: 100 Women Who Love Their Jobs and Why / Gordon, Joanne
HD 6053 .G63 2005 (Lower Level)

Going Back to Work: A Survival Guide for Comeback Moms/ Quigley, Mary W.
HQ 759.48 .Q54 2004 (Lower Level)

Organizing for Success / Zeigler, Kenneth
HD 69 .T54 Z45 2005 (Lower Level)

AV Materials in the Library



Get that job [videorecording]

HF 5382 .7 .G48 2002 (AV Collection, may be checked out)

No brainers on interviewing [videorecording] / Deege, Robert

HF 5549 .I6 I68 2005 (AV Collection, may be checked out)

The virtual job interview: practice & preparation for getting the job you deserve [DVD]

HF 5549.5 .I6 V57 2005 (AV Collection, may be checked out)

Work Skills & Habits for Job Success [videorecording] / Hanson, Robert

HF 5381 .W67 2002 (AV collection, video may be watched in the library only)