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Success Starts at the Library for Job Seekers

Job seekers are turning to library resources to give them an edge in this tight job market. Available in the county libraries and from your home computer with a library card or an e-card, these electronic resources can help in every step of the employment process. E-cards are available online and can be converted to a regular library card at any branch library. The link to e-resources is www.pbclibrary.org/databases.

Learn techniques for job searching, resume writing and interviewing, and brush up on workplace and computer skills with [Learning Express Database](#). This e-resource can also help users study for certification for a new field, or prepare for the GED, the SAT or the ASVAB, to name just a few of the interactive study guides and e-books included.

Take a career assessment and get detailed information on 3,300 jobs, with sample resumes, cover letters and job interview techniques from [Ferguson's Career Guidance Center](#). Ferguson's also offers industry-specific contact information, glossaries of industry terms and directories of associations, educational institutions and Internet resources.

In [Live Homework Help](#), Career Help Specialists can review your resume or proofread a cover letter to make sure it's just right before you send it in, or help you find open jobs in your neighborhood. Brush up on computer skills, or learn job-searching techniques. If you need to study for your GED, SAT or GRE, or prepare for citizenship, find help for these tests in Live Homework Help, too.

When you're ready to hit the streets or send out your resume, you can create lists of hundreds of potential employers by targeting specific business types in [ReferenceUSA](#). Nail technicians can find all the salons in Palm Beach County; paralegals can find all the new attorneys opening for business in a geographic radius; nursing assistants can generate lists of assisted-care facilities in any area; the possibilities are endless. You'll get names and addresses for sending out resumes and phone numbers you will need for follow-up calls. And of course, it doesn't hurt to walk right in and introduce yourself! ReferenceUSA includes maps so you won't lose your way.

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*"An equal opportunity
Affirmative Action
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