



Job Search Services

The Inglewood Public Library maintains a *Career & Occupations Collection* nearby the Reference Desk on the 2nd Public Level of the Main Library for those seeking employment and researching career choices.

Included are over 100 titles of general and industry specific works. Selected titles include:

Reference Titles.

Best Jobs for the 21st Century / J. Michael Farr and Laverne Ludden ; with database work by Paul Mangin. Indianapolis, IN : JIST Works, c1999.
Occupation Reference HF5381F456 1999

Cyberspace Resume Kit : How to Build and Launch an Online Resume / Mary B. Nemnich & Fred E. Jandt. Indianapolis, IN : JIST, 2001.
Occupation Reference HF5382.7N45 2001

Dictionary of Occupational Titles / U.S. Department of Labor, Employment and Training Administration. Bernan Press, Lanham MD, 1991.
Occupation Reference HB2595A5

Encyclopedia of Careers and Vocational Guidance. Chicago : Ferguson Publishing Company, 2003.
Occupation Reference HF5381E52 2003

Occupational Outlook Handbook / U.S. Department of Labor, Bureau of Labor Statistics. Washington, D.C. : The Bureau.
Occupation Reference HF5382.5U503

Peterson's Internships. Princeton, N.J. : Peterson's, c1994-
Occupation Reference L901166

Summer Jobs in the USA. Lawrenceville, NJ. Thomson/Peterson's
Occupation Reference HF5382.5U5S76

Additionally, an assortment of career-specific industry and resume books are available to borrow from the Library's circulating collections. Ask your friendly Reference Librarian for assistance.

Job Announcement Services.

(Boxed, on shelves above the *Career & Occupations Collection*)

Inglewood Public Library

The Employment Guide (LA ed.)

Nonprofit Directions

Working World (Los Angeles ed.)

Here are job announcements from federal, state & local agencies as well.

Local and Regional Newspapers.

(Except where noted, shelved on newspaper shelves near magazines)

Backstage West (for theatrical and musical interest)

L.A. Watts Times

Los Angeles Business Journal

Los Angeles Sentinel

Los Angeles Times

Los Angeles Times. Sunday Classified Section (housed in the Serials area. Press the buzzer at Booth #2 for help)

Los Angeles Wave

Orange County Register

Rafu Shimpo

South Bay Daily Breeze

Library Databases.

Testing & Education Reference Center

Use this database to take on-line practice employment and education tests. Test prep information to help obtain your vocational and educational goals. Available from Library and home through the Inglewood Public Library website (www.inglewoodlibrary.org). Click on *Article & Other Databases* and go to the above site. When there, enter your library card ID (i.e. P123456).

Online Job Listings and Information.

Sample listing of employment help websites available when connecting to the Internet either from home or in the Library. Ask about the Library's public use computers and free wireless hotspot accessibility.

CalJobs Logon Screen

<http://www.caljobs.gov/>

Career Builder

<http://www.careerbuilder.com/>

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Career OneStop	http://www.careeronestop.org/
Monster Board	http://jobsearch.monster.com/
Occupational Outlook Handbook	http://www.bls.gov/oco/
Online Career Center	http://www.occ.com/
Resume Guide	http://susanireland.com/

Inglewood Public Library
310-412-5380
www.inglewoodlibrary.org