



Job Search

March 2009

This pathfinder will be useful in finding information about conducting a job search/finding a job.

For an introduction to the topic, see:

- Jobsearch.about.com
- www.Careerbuilder.com
- www.Job-hunt.org
- www.Aarpworksearch.org

Key Resources at a Glance:

- [*What Color is Your Parachute? A Practical Manual for Job-Hunters and Career-Changers*](#) by Richard Nelson Bolles, 2009 (650.14 BOL)
- [*Everything Get-a-Job Book*](#) by Dawn Rosenberg McKay, 2007 (650.14 McK)
- [*100% Job Search Success*](#) by Amy Solomon, 2007 (650.14 SOL)

Resources

Books

- [*Best Career and Education Web Sites, A Quick Guide to Online Job Search*](#) by Anne Wolfinger, 2007 (650.14 WOL)
- [*Seven-Step Job Search, Cut Your Job Search Time in Half*](#) by J. Michael Farr, 2006 (650.14 FAR)
- [*The Very Quick Job Search, Get a Better Job in Half the Time!*](#) By Michael Farr, 2004 (650.14 FAR)
- [*Get the Interview Edge! Tips to Getting Hired From Interviewers*](#) by Kim Chung and Elisa Hui, 2004 (651.14 CHU)
- [*The Career Coward's Guide to Resumes, Sensible Strategies for Overcoming Job Search Fears*](#) by Katy Piotrowski, M. Ed., 2008 (650.14 PIO)
- [*Directory of Professional Resume Writers, How to Find and Work With a Pro to Accelerate Your Job Search*](#) by Louise Kursmark, 2008 (650.14 KUR)
- [*Acing the Interview: How to Ask and Answer the Questions That Will Get You the Job*](#) by Tony Beshara, 2008 (650.14 BES)
- [*Top 100 Careers Without a Four-Year Degree: Your Complete Guidebook to Major Jobs in Many Fields*](#) by J. Michael Farr, 2009 (331.702 FAR)

Search Aids

Search Terms

(Use for computer searches)

- Job, Job Search, Job Hunt
- Career
- Employment

Subject Headings

(Use in card catalogs and print indexes)

- Jobs
- Career
- Resumes
- Cover Letter
- Interview

Call Number

- 331.7 – 332.023 (Dewey Decimal)
- 650.14-650.144 (Dewey Decimal)

Indexes and Abstracts

- EBSCOhost
<http://search.ebscohost.com>
- First Search
<http://firstsearch.oclc.org>

Library catalogs

- Urbandale Public Library
<http://www.urbandalelibrary.org>
- SILO – State-wide catalog
<http://z3950.silo.lib.ia.us/cgi-bin/zform.CGI?SILO>
- WorldCat – World-wide Catalog
<http://worldcat.org>

- [Working After Retirement for Dummies](#) by Lita Epstein, 2007 (650.14 EPS)
- [How'd You Score That Gig?: a Guide to the Coolest Jobs—and How to Get Them](#) by Alexandra Levit, 2008 (650.14 LEV)
- [How to Write Better Resumes and Cover Letters](#) by Pat Criscito, 2008 (650.14 CRI)
- [Win the Interview, Win the Job](#) by Caryl Krannich, 2007 (650.14 KRA)
- [Same-day Resume: Write an Effective Resume in an Hour](#) by J. Michael Farr, 2007 (650.142 FAR)
- [Best Entry-Level Jobs](#) Ron Lieber, 2007 (331.702 BES)
- [The Blue-Collar Resume and Job Hunting Guide: Secrets to Getting and Keeping the Job You Really Want](#) by Ronald Krannich, 2007 (331.128 KRA)
- [No One Will Hire Me!: Avoid 17 Mistakes and Win the Job](#) by Ronald Krannich, 2007 (650.14 KRA)
- [Resumes for Dummies](#) by Joyce Kennedy, 2007 (650.14 KEN)
- [Finding a Job After 50: Reinvent Yourself for the 21st Century](#) by Jeannette Woodward, 2007 (650.14 WOO)
- [Resume, Application and Letter Tips for People with Hot and No-so-hot Backgrounds: 185 Tips for Landing the Perfect Job](#) by Ronald Krannich, 2006 (650.14 KRA)

Audio Books

- [Creating Your Authentic Career](#) by Barbara Moses, 2002 (CD 331.702 MOS)
- [48 Days to the Work You Love](#) by Dan Miller, 2007 (CD 650.13 MIL)
- [Acing the Interview: How to Ask and Answer the Questions That Will Get You the Job](#) by Tony Beshara, 2008 (CD 650.14 BES)
- [The Don't Sweat Guide to Your Job Search: Finding a Career You Really Love](#) by Richard Carlson, 2004 (CD 650.14 DON)
- [Nail the Job Interview!: 101 Dynamite Answers to Interview Questions](#) by Caryl Krannich, 2004 (CD 650.14 KRA)
- [Beginner's Guide to Finding Your Perfect Job](#) by Rick Jarow, 2002 (CD 650.14 JAR)

Video

- [Get That Job](#) (DVD 650.14 GET)

Web Pages and Web Portals

- [Monster.com](#) (largest online job database)
- [Dice.com](#) (info tech industry)
- [DesMoinesHelpWanted.com](#) (Des Moines, IA, area)
- [USAjobs.opm.gov](#) (Federal Government jobs)
- [Iowajobs.org](#) (Iowa Workforce Development site)
- [das.hre.iowa.gov/iowa.jobs.html](#) (State of Iowa Jobs)
- [Careerbuilder.com](#) (job search, employment & careers site)

** You can evaluate other resources using criteria at:
<http://www.THEpathfinderproject.org/evaluate.html>**

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 Production funded in part by Library Services and Technology Act funds administered by the State Library of Iowa.

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