JOB SEEKERS RESOURCE GUIDE

Suggested websites for:
- Career exploration
- Computer Training
- Online Job Boards
- Networking
- Resume and interviewing tips

Monthly Job Club
Third Wednesdays
Noon to 1:30 pm
All are welcome!
National Jobs Online
www.careerbuilder.com
www.idealista.org
www.indeed.com
www.linkedin.com
www.monster.com
www.nectjobs.com
www.simplyhired.com
www.snagajob.com

Local employment agencies
Adecco: www.adeccousa.com
Express Employment: www.expresspros.com
Dice: http://www.dice.com/
Kelly Services: www.kellyservices.com
Labor Ready: www.laborready.com
Manpower: www.manpower.com
OfficeTeam: www.officeteam.com
Staffmark: www.staffmark.com

Local Jobs Online
chicago.craigslist.org/jjj/
jobs4people.org/job-board.aspx
www.chicagotribune.com/business/careers/ (affiliated with CareerBuilder)
www.collegecentral.com/jjc/ (Register as a community member to access this free job board)
www.suntimes.com/monster/index.html (affiliated with Monster)
work.illinois.gov

Career Resource Centers (free or low cost assistance)
Community Career Center (Naperville): www.communitycareercenter.org
Joliet Goodwill Workforce Connection Center:
www.goodwillchicago.com/help-for-the-jobseeker/workforce-connection-centers
Joliet Junior College Employment Services:
www.jjc.edu/workforce-development/Pages/default.aspx
Workforce Services Division of Will County (Joliet): www.jobs4people.org

Local Job Clubs
First and Third Tuesday, 9:30 am
Community Career Center (Naperville): www.communitycareercenter.org
Every Wednesday, 9:30 am
Plainfield Public Library: www.plainfieldpubliclibrary.org/reference/job-seekers.aspx
3rd Wednesdays, Noon
St. Thomas the Apostle (Naperville): www.stapostle.org
1st, 2nd, and 3rd Fridays, 9:30 am and Thursday evenings, 7:00 pm
Occupations and Career Exploration
CareerOneStop: www.careeronestop.org
Illinois workNet: www.illinoisworknet.com
Joliet Junior College Workforce Development: www.jjc.edu/workforce-development/Pages/default.aspx
Joliet Junior College Career Coach: jjc.emsicareercoach.com
My Next Move: www.mynextmove.org
mySkills myFuture: www.myskillsmyfuture.org
O*NET OnLine: www.onetonline.org
Occupational Outlook Handbook: www.bls.gov/oco/

Career Assessments
www.careerinfonet.org/skills/default.aspx?nodeid=20
www.mynextmove.org (click Start under “Tell us what you like to do” to take a short quiz)

Resume and Cover Letter Help
FormSwift: http://formsswift.com/resume

Volunteer opportunities
www.americorps.gov/
www.serve.illinois.gov/
www.volunteermatch.org/

Workers with Disabilities
abilityjobs.com/
www.disabilityworks.org/
www.gettinghired.com/

Mature workers
www.aarp.org/work/job-hunting/
www.encore.org
www.retireeworkforce.com
www.retirementjobs.com
www.seniorjobbank.org

Veterans
jobcenter.usa.gov/resources-for-veterans
www.vetjobs.com/

Library Resources to Help with Your Job Search—Access with a Plainfield Library Card
www.plainfieldpubliclibrary.org/resources/online-resources/

AtoZdatabases includes 2.3 million job listings, 30 million business & executive profiles, 1.1 million healthcare professionals, and much more. Ideal for sales leads, mailing lists, market research, company research, employment opportunities and much more.

JobNow features expert resume assistance, live interview preparation and career coaching. JobNow also includes resume templates, career assessment and other resources.
Technology Training—Library Resources

www.plainfieldpubliclibrary.org/resources/online-learning/

Learning Express Library
Access with a Plainfield library card. Tutorials include the basics, such as email, internet and social media, as well as popular software such as Microsoft Office. No additional software is required.

Lynda.com
Access with a Plainfield Library card. Courses include HTML, CSS, Wordpress, Javascript, PHP, iOS, Android and more. No additional software is required.

Technology Training—Free Websites
Digital Learn: digitallearn.org
GCFlearnfree.org: www.gcflearnfree.org
New York Public Library: Tech Connect Handouts: sites.google.com/a/nyp.l.org/techconnect/all

Books
Career development, career exploration, vocational guidance, occupations
- Located in Adult Non-Fiction at 331.7
- Check also in in the subject area of the profession, for example books about careers in fire fighting (along with exam study guides) will be located in Adult Non-Fiction at 628.92

Computer training
- Located in Adult Non-Fiction at 004, 005, & 006

Resumes, cover letters, job hunting, online job searching, and interview tips
- Located in Adult Non-Fiction at 650.14

For more news and advice, please join the Plainfield Public Library Job Club group on LinkedIn.