



Job Searching Online

Allegheny Conference on Community Development

<http://imaginemynewjob.com/>

Got Resume Builder

<http://gotresumebuilder.com/>

Indeed – worldwide job site

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

LinkedIn

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

Pittsburgh Craigslist

<http://pittsburgh.craigslist.org/>

Pittsburgh Post-Gazette

<http://classified.post-gazette.com/jobs/new/>

Pittsburgh Technology Council

<http://www.pgtech.org/>

Monster

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

UnitedWeWork

<http://www.unitedwework.org/>

Work Force 50

<http://www.workforce50.com/>

Help from Local Agencies

Allegheny County Department of Human Services

<http://www.alleghenycounty.us/dhs/help.aspx>

Pittsburgh Career Link - 866-317-JOBS

http://www.careerlinkpittsburgh.com/index_flash.html

Pennsylvania Career Link

<https://www.cwds.state.pa.us>

Urban League of Greater Pittsburgh

<http://www.ulpgh.org/programs/employ.asp>

Northland's free computer classes can help you with your job search.

Our classes include:

- Microsoft Word (which can be used for resume writing)
- Setting up and using a Yahoo email account
- Searching the Internet
- Job Searching Online

Most classes are repeated each month. For the current schedule or to register for a class, call the computer center at 412-366-8100 ext. 131.

MISSION STATEMENT

Northland Public Library enables, empowers and encourages lifelong learning and discovery.

Job Search Pathfinder

Where do I find books to help with job searching?

Where do I find job search help online?

Which local agencies can help with job searching?

Where can I get help writing my resume?

Where can I get help with learning to use computers?

Where are the books...

about Career Guidance?

Row #17, call number 650.14

about Cover Letters?

Row #17, call number 650.142

about Interviewing?

Row #17, call number 650.144

about Job Descriptions?

Row #5, call number 331.702

about Job market outlooks?

Row #5, call number 331.702

about the Job searching process?

Row # 17, call number 650.14

about Resumes?

Row #17, call number 650.142

to study for Civil Service exams?

Row # 6, call number 351.076

to study for Clerical exams?

Row #17, call number 651.37406

to study for the G.E.D.?

Row #7, call number 373.1262

Books about jobs in a specific field are found with books on that subject.

For example:

Travel jobs:

Row #27, call number 910.23

Medical jobs:

Row #11, call number 610.69

Sports jobs:

Row #24, call number 796.02

If Northland doesn't have the item you need you can request it from another library at no charge.

You can request it yourself from another library in Allegheny County using the online catalog at: <http://catalog.einetwork.net/search/> or ask for help at the Reference Desk.

If the item you need isn't owned by a library in Allegheny County you may request it through inter library loan at: <http://catalog.einetwork.net/screens/illrequest.html> or ask for help at the Reference Desk. ** If the item is sent from a library outside of Pennsylvania, be aware that there may be a fee. You can specify no fee or a maximum charge when you place your request.**

Additional Resources

Try the Occupational Outlook Handbook – Free Online

<http://www.bls.gov/oog/> Includes occupational projections through 2018.

For more links and ideas go to the Carnegie Library of Pittsburgh: Employment Page at <http://www.clpgh.org/research/jobsedu/>

Also try the Career Library from Access PA Power Library – available through www.northlandlibrary.org under the Reference Desk tab.

Any Questions?

Northland's Reference staff and Computer Center staff are available to offer assistance finding and requesting materials and using our internet accessible computers.