



JOB SEEKERS RESOURCE GUIDE

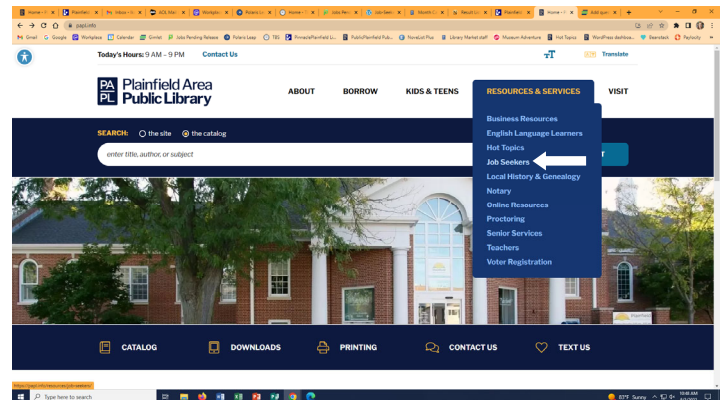
Assistance with:

- Career exploration
- Computer training
- Online job boards
- Networking
- Résumés
- Interviewing
- And more!

Library Resources to Help With Your Job Search

Access these FREE resources with your library card—at home or in the library. Go to the RESOURCES & SERVICES tab on our home page and click on the Job Seekers link.

Links to each site are found under Online Resources at the bottom of the Job Seekers page.



JobNow

Features career assessments, résumé templates and assistance, interview coaching and much more.

LinkedIn Learning

Learn the latest business, technology, management, writing, creative skills and much more through instructional videos taught by industry experts.

Reference Solutions

Create marketing plans, conduct competitive analysis, search for jobs/internships and locate specific contacts through access to more than 44 million businesses, 270 million consumers, and more.

O'Reilly for Libraries

Unlimited access to 50,000 titles, 30,000 hours of video, case studies from top companies, learning paths, expert playlists, and more—with nearly 1,000 topics to explore in technology and business.

Log into your library account for access. Then go to My Account and My Record. Click the link that says O'Reilly For Libraries.

GCFlearnfree.org

Free lessons for a variety of computer topics, including computer basics, Apple software and different versions of Microsoft Office. No additional software is required.

National Job Search Websites

abilityJOBS

CareerBuilder

Glassdoor

Idealist

Indeed

Monster

SimplyHired

Snagajob

VetJobs

ZipRecruiter

Employment Agencies

Adecco (Joliet) **779-707-3455**

Express Employment (Naperville) **630-983-5400**

Kelly Services **800-Kelly01**

People Ready (Crest Hill) **815-725-6298**

Manpower (Aurora) **630-898-2990**

Staffmark (Bolingbrook) **630-739-9100**

Local Career Resource Centers (free or low cost assistance)

Career & Networking Center (Naperville) **630-961-5665**

Joliet Junior College Employment Services **815-729-9020**

Workforce Services Division of Will County (Joliet) **815-727-4444**

Occupations and Career Exploration Websites

Career One Stop

Illinois Department of Employment Security (IDES)

Illinois workNet

Joliet Junior College Workforce Development

My Next Move

mySkills myFuture

O*NET Online

Occupational Outlook Handbook

Where to Find Books to Help With Your Job Search

Career development, career exploration, vocational guidance and occupations:

- Located in Adult Non-Fiction at 331.7
- Also check within the subject area of specific professions. For example, books about careers in firefighting (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, and 006

Resumes, cover letters, job hunting, online job searching and interview tips:

- Located in Adult Non-Fiction at 650.14

Join the Plainfield Area Public Library JOB CLUB!

Share and learn from expert guest speakers about a variety of topics in a friendly and supportive atmosphere. Job Club meets virtually on the third Wednesday of each month from 12:00 to 1:30 pm. To find monthly topics and to register, check our **events calendar** or call 815-327-2515.

Mobile Workforce Center

The Workforce Services Division of Will County Mobile Workforce Center visits our library to help residents looking for employment. Services provided by trained staff include access to computers, help with résumés, job board listings and more. No advance appointment is needed. Please check our **events calendar** for a current schedule.