

Here is a list of some of the books in the Southwick Public Library collection:

Top 300 careers: your complete guidebook to major jobs in every field. 2006 331.7

120 jobs that won't chain you to your desk.

ADDED TITLE: One hundred twenty jobs that won't chain you to your desk 331.702

Encyclopedia of careers and vocational guidance. 2005 331.702

The book of U.S. government jobs: where they are, what's available & how to get one 2005
331.12 DAMP

The older worker advantage: making the most of our aging workforce. 2006 331.3 SHEA

The complete get that job! a quick and easy guide with worksheets. RC 650.14 COMPLETE

Don't send a resume: and other contrarian rules to help land a great job. 650.14 FOX

Games companies play: The job hunter's guide to playing smart and winning big in the high-stakes hiring game 650.14 MORNELL

Get the interview every time: Fortune 500 hiring professionals' tips for writing winning resumes and cover letters. 650.14 GREENE

I want to do something else but I'm not sure what it is. 650.14 KRANNICH

Job hunter's sourcebook: where to find employment leads and other job search resources.
REF 650.14 JOB

Job hunting tips for people with hot and not-so-hot backgrounds: 150 smart tips that can change your life. 650.144 KRANNICH

The Job Bank guide to computer & high tech companies. REF 004.023 JOBBANK

The mom economy: the mothers' guide to getting family-friendly work.
650.14 I

Over-40 job search guide: 10 strategies for making your age an advantage in your career.
650.14 GEARY

The ultimate job search: intelligent strategies to get the right job fast. NEW 650.14 BEATTY

What color is your parachute? A practical manual for job-hunters and career-changers.
NEW 650.14 BOLLES

What does somebody have to do to get a job around here!: 44 insider secrets that will get you hired. NEW 650.14 SHAPIRO

What you need to know about getting a job and filling out forms. RC 650.14 STARKEY

Your best foot forward: winning strategies for the job interview. YA 650.14 MILLER

The book of U.S. government jobs: where they are, what's available & how to get one
331.12 DAMP

Occupational outlook handbook: 2006-2007 331.7 OCCUPA

225 best jobs for baby boomers. ADDED TITLE: Two hundred twenty-five best jobs for baby boomers. 331.7020 FARR

The everything guide to government jobs: A complete handbook to hundreds of lucrative opportunities across the nation NEW 650.142 MANNION

Top 100 careers without a four-year degree: your complete guidebook to major jobs in many fields ADDED TITLE: Top one hundred careers without a four-year degree REF 331.7 FARR

100 fastest-growing careers: your complete guidebook to major jobs with the most growth and openings. ADDED TITLE: One hundred fastest-growing careers. REF 331.7 FARR

Best entry-level jobs. ADDED TITLE: Princeton Review best entry-level jobs NEW 650.14 LIEBER

Job search handbook for people with disabilities 650.14 RYAN

Job offer! How to negotiation guide. 650.14 WEGERBAUER

The Job Bank guide to computer & high tech companies REF 004.023 JOBBANK

Expert Resumes for People Returning to Work 650.14 ENELOW

Business West Resource Guide 2007-2008

Provides information on Springfield area businesses including name of business, address, telephone number and website. A potential source of information by industry for job search activities. A copy can be found in the Business Center. It is also available at www.businesswest.com

Title	Author	Year	Call Number
The ultimate job search: intelligent strategies to get the right job fast.	Beatty, Richard H.	2006	650.14 BEATTY
Expert resumes for people returning to work.	Enelow, Wendy S.	2003	650.14 ENELOW
Best resumes for people without a four-year degree.	Enelow, Wendy S.	2004	650.14 ENELOW
America's top resumes for America's top jobs.	Farr, Michael.		650.14 FARR
Get the interview every time: Fortune 500 hiring professionals' tips for writing winning resumes and cover letters.	Greene, Brenda.	2004	650.14 GREENE
Best resumes for college students and new grads.	Kursmark, Louise M.	2003	650.14 KURSMARK
The everything resume book: great resumes for every situation.	Nadler, Burton Jay.	2003	650.14 NADLER
Gallery of best resumes: a collection of quality resumes by professional resume writers.	Noble, David F.	2004	650.14 NOBLE
The everything guide to government jobs: a complete handbook to hundreds of lucrative opportunities across the nation.	Mannion, James.	2007	650.142 MANNION
Extraordinary e-mails, letters, and resumes	Marc Tyler Nobleman.	2005	808.6 NOBLEMAN
What does somebody have to do to get a job around here!: 44 insider secrets that will get you hired.	Shapiro, Cynthia.	2008	NEW 650.14 SHAPIRO
Resume writing and interviewing techniques that work.	Newlen, Robert R.	2006	PROF 650.14 NEWLEN
The complete get that job!: a quick and easy guide with spreadsheets.		2001	RC 650.14 COMPLETE
Get that job! : Writing letters and resumes.	Roderman, Winifred Ho.	1998	RC 650.14 GET
Top 100 careers without a four-year degree : your complete guidebook to major jobs in many fields.	Farr, Michael.	2007	REF 331.7 FARR