

Geographic Directories: Library Minute



General Resources

Books of Lists: These directories, published by the *Business Journal*, divide regional economies into various sectors and provide contact information, websites, and company / organization overviews for the largest employers in each category. They're an excellent way to identify in a glance the main employers in a given field, for instance, marketing, law, or finance.

U.S. and World *Rand McNally* Atlases; Folding Street Maps of Major U.S. Cities

Post Office Zip Code Directory

Philadelphia Area Resources: Nearly a full shelf of information, these guides and directories cover employers, businesses, and job trends in the Greater Philadelphia area. Included here are many "best of" and "top" guides as well as various Chamber of Commerce directories, association directories, and periodicals.

World Chamber of Commerce Directory, 2003

Places Rated Almanac: This is a neat book – it ranks 354 U.S. and Canadian metropolitan areas for cost of living, transportation, job outlook, education, climate, crime, the arts, health care, recreation, and more. Fun to read!

Additional Resources By Category

Periodicals

Philadelphia Business Journal

Pittsburg Business Journal
NJ Business Journal

Baltimore Business Journal

Washington Business Journal

San Diego Business Journal

Greater Tampa Bay Business Journal

The ___ Job Bank

These guides contain a brief job search guide (NB: the names of Harry Potter characters show up in the resumes and cover letters). The books also contain lists of local employment services, and extensive lists of employers by category.

Available for:

Boston
Philadelphia

Relocating To ___

These books orient their readers to all facets of a given city and its neighborhoods – everything from laundromats to local colleges. They're also "how to move" guides, covering moving vans, rerouting mail, etc.

Available for:

Atlanta
Boston
Houston
LA
NYC
Seattle

Business/Industry Directories

These are directories of varying bulk, providing lists of companies by category in a given geographical region.

PA
Berks Co.
Delaware Valley
Greater Philadelphia
Main Line
Phoenixville

Albuquerque
Baltimore/Annapolis
Bethesda/Chevy Chase
Boston
CA
Central PA
Charlotte
CT
DC
Delaware
Fairfax Co.
FL
IN
LA
NJ
NW US
NY
Oregon
Pittsburg
Raleigh
RI
Richmond
Seattle Columbus
TX
U.S.
Washington State

Job Source

These books offer resources for a job search in a given area. They contain lists of publications and associations for a variety of fields, as well as *local* job search websites, colleges and universities, job centers, employment agencies, and recruiters. They also contain employer listings by field.

Available for:

Baltimore
Pittsburgh
San Francisco
Seattle
Southern California
Southern Florida
Washington, D.C.

Websites

The **2002-2003 Guide to Internet Job Searching** (co-written by Margaret Riley of rileyguide.org) and **Career XRoads: The World's Leading Reference Guide to Job and Résumé Websites** – both in the Career Decision Making section -- list job search websites categorized by region.

How to Get A Job in _

These books are combination job search manuals and regional guides. They contain websites and local publications one might use in a job search, as well as employer addresses, websites, and HR contacts. They also discuss various facets of a successful job search.

Available for:

Atlanta
Dallas / Fort Worth
Denver
NYC
San Francisco
Seattle

