

Occupations-General (Double purple stripe)

◆This section of the career library is a good starting point for learning more about career fields, or to get a general overview of the job search process. This section houses resources that describe a variety of different occupational options. When used in conjunction with the Career Decision Making section (red stripe), this section is particularly useful.

◆The following is a list of some of the resources in this section that prove especially helpful. As this section of the library is vast, the resources highlighted are, by no means, comprehensive.

Adams Jobs Almanac, 2001

This 900+ page almanac profiles 7,000 U.S. employers and offers job search strategies. Employers are listed by industry.

Guide for Occupational Exploration, 2001

This guide is useful early in the process of identifying potential career paths. It begins by assisting you in thinking about your interests and leads into descriptions of jobs that might draw upon such interests. Career fields addressed here are expansive.

Pathways to Career Success for Minorities, 2000

This resource begins with information related to a number of minority work issues, such as diversity, affirmative action, legal rights and recourse, and mentoring. It also provides a directory of financial aid resources, including grants, fellowships, awards and loans, and scholarships. Professional organizations, historically black colleges and universities, and fraternities and sororities are also listed.

Professional's Job Finder, 1997 (find updated information at <http://jobfindersonline.com>)

This guide provides listings of over 3,000 resources to consult when searching for a job in a particular industry or geographical area. Resources include Web sites, specialty and trade newsletters and magazines, online mailing lists and job-matching services, job hotlines, and many more. This is a great source to consult for identifying some avenues you might not have thought to consider.

◆This section works best for students when used in conjunction with resources from other sections of the library. The following is a short list of titles from other sections of the library that may be useful complements to Occupations-General:

Internships:

Internships 2003, Peterson's

The Internship Bible, 2002, The Princeton Review

Directories:

Hoover's Handbooks (6 volumes)

American Business

World Business

Emerging Companies

Private Companies

Encyclopedia of Associations (3 volumes)

The Corporate Directory of U.S. Public Companies

◆Career Services subscribes to a number of periodicals that might be of interest to those seeking general occupation-related information. Titles include:

The Black EOE Journal: The Employment & Entrepreneur Magazine

Hispanic Network Magazine

Salary Survey, National Association of Colleges and Employers

Occupational Outlook Quarterly, U.S. Department of Labor

Fast Company

◆Web sites are another helpful aid in gathering information about organizations and in finding actual job listings. The following sites are good starting points

www.upenn.edu/careerservices

www.rileyguide.com

www.vault.com