



PLANNING A CAREER CHANGE

REFERENCE BOOKS

[The Big Book of Jobs](#) (R/650.14/B592)

[The Chicago JobBank](#) (R/650.14/C532)

[Job Hunter's Sourcebook](#) (R/650.14/J92)

[Knock 'em Dead : Secrets & Strategies for Success in an Uncertain World](#) (R/650.14/Y34kn)

[What Color is Your Parachute](#) (R/650.14/B691wh)

BOOKS

[Change Your Job, Change Your Life](#) (650.14/K89ch)

[Changing Careers for Dummies](#) (650.14/ M126ch)

[Do What You Love for the Rest of Your Life: a Practical Guide to Career Change and Personal](#)

[Renewal](#) (650.14/G855do)

[Eliminated! Now What? Finding your Way from Job-loss Crisis to Career Resilience](#) (650.14/B344el)

[Executive Job Search Handbook](#) (650.14/W752ex)

[Quitter Closing the Gap between your Day Job & your Dream Job](#) (650.14/A189qu)

[Knock 'em Dead](#) (650.14/K72)

[The Pathfinder: How to Choose or Change Your Career](#) (650.14/L868pa)

[The Sequel How to Change your Career without Starting Over](#) (650.14/S533se)

[What Color is Your Parachute](#) (650.14/B691wh)

[The 10 Laws of Career Reinvention Essential Survival Skills for Any Economy](#) (650.14/M682te)

DATABASES

Databases provide specialized information in a friendly format. To access from home or office, you must hold a Niles Public Library card. Or, use the public PCs in Reference Services at the Library. Find the databases below at <http://www.nileslibrary.org/research>. Choose *Career Seekers*.

Adult Career Center

Search for a job, write an effective resume or prepare for an interview. Ask a live tutor for help. Use the SkillsCenter™ Resource Library to find local open jobs, resume and cover letter templates, and interview guidelines.

Learning Express

Use self-paced practice tests and e-books for career exploration. Includes instructions for crafting resumes and cover letters. Learning Centers offer tutorials to build skills and gain confidence in topics such as business writing, grammar, and computer skills.