

Job Hunt Advice, Resumes, Interviewing, Career Exploration

Burlington PL's Peterson's Career Prep
Craft professional resumes and job application materials. Search for new careers, and access career advice.

https://bit.ly/burlpl_research and Click on Careers.

Burlington PL's Careers Internet Database
Provides detailed information on over 400 careers. It also includes profiles of emerging careers, resume building tools, and education required.

https://bit.ly/burlpl_research and Click on Careers. Click on the Members icon and enter Username: 516w Password: future.

<https://www.careeronestop.org/>
From the U.S. Dept. of Labor. Detailed job descriptions, videos, salaries. Lists KSAs for government job applications. Excellent site for career exploration and training information.

<https://www.livecareer.com/>
Sample interview questions, preparation tips
<https://bit.ly/3B0Y5n1>

Company Research

Congratulations! You have an interview. Prepare by learning about the company with our online resources. Click https://bit.ly/burlpl_research and choose Business.

Networking

<https://www.linkedin.com/>
LinkedIn is the premier networking site. Create your profile/brand and connect with others who may be able to assist with your job search.

Salaries

<https://www.glassdoor.com>
Salaries, compay reviews, and ratings. Reviews and salaries of jobs and companies by employees and employers. You must create an account and provide your salary to see others.

<https://www.salary.com/>
Provides salary data for jobs by location. No account required to view salary information.

Need new skills?

Get comprehensive training at these free sites.

LinkedInLearning
<https://www.linkedin.com/learning/>
Learn any computer program you might need with LinkedIn Learning. Offers the latest in tech training. Free access with a Boston Public Library ecard: <https://www.bpl.org/ecard/>. Anyone living in MA can sign up for a Boston Public Library ecard. Get started today.

GCFGlobal
<https://edu.gcfglobal.org/en/topics>
Learn computer skills, technology skills, Microsoft Office Suite, Google Workplace, Digital Photography.

Career & Job Sources



Local & One-on-One Assistance

MassHire Metro North Career Center

<https://masshiremncareers.com/>

100 Trade Center, Suite G100

Woburn, MA 01801 • (781) 932-5500

<https://masshiremncareers.com/contact/>

Get list of workshops: <https://bit.ly/3UtFu17>

Job search services remotely or in person.

Lots of free workshops offered - applications,

resumes, cover letters, interviewing,

LinkedIn, job fairs.

Book-a-Librarian

Need help with filling out a job application or creating a resume with our online career resource - Peterson's Career Prep? Book a 45 minute appointment with us!

50+ Job Seekers Networking Group

<https://50plusjobseekers.org/>

Geared to the 50+ job seeker. Job listings, free networking, & job hunting help. Remote meetings biweekly led by an experienced career coach or HR professional. Free remote workshops.

Operation ABLE

<https://operationable.net/>

98 North Washington Street, Suite 200

Boston, MA 02114 • 617-542-4180

Email: able-web@operationable.net

For job seekers under 55+ from economically, racially, and occupationally diverse backgrounds. Training programs & employment services. Medical office skills training and computer skills training, workshops, job search training and support, coaching and counseling. Some training programs offer internships. Many services offered remotely.

Operation ABLE Senior Community Service Employment Program (SCSEP)

<https://operationable.net/scsep>

Essex/Middlesex Regional Office

Allan Broome, SCSEP Regional Manager

280 Merrimack Street, Bldg. B, Suite 400

Lawrence, MA 01843 • (978) 651-3050

abroome@operationable.net

For job seekers aged 55+. Paid training in your community, job search coaching, and computer skills training. Participants must meet federal low-income guidelines.

Job Postings (most have apps)

<https://www.indeed.com>

Indeed is the most popular of the job listing sites. Create multiple job alerts.

<https://www.idealists.org/>

Jobs, internships, volunteer opportunities at nonprofits, government agencies, recruitment firms, consultants/vendors to nonprofits, social enterprises, and for-profit businesses with social-impact positions.

Massachusetts Resources

<https://www.mass.gov/topics/working>

Massachusetts employment information.

Search for job opportunities and internships with the Commonwealth of Massachusetts.

USAJOBS: The Federal Government's Official

Job Site • <https://www.usajobs.gov>

Hint: www.careeronestop.org helps with figuring out the Knowledge, Skills, and Abilities (KSAs) that are required on federal job applications.

MassHire JobQuest

<https://jobquest.dcs.eol.mass.gov/jobquest/LandingPage.aspx>

Lots of interesting full and part time opportunities.

<https://www.schoolspring.com/>

Teaching positions and other jobs in K-12 schools.

LinkedIn Jobs

<https://www.linkedin.com/jobs>

This premier networking site also offers job search and job alerts. See if anyone you know works at a company you're interested in.

<https://www.dice.com/>

Technology jobs and advice.

<https://www.flexjobs.com/>

Remote, hybrid and flexible jobs.

<https://www.hireculture.org/>

Employment opportunities in the arts in Massachusetts. Jobs in nonprofit arts, science, and humanities organizations.

Higher Education Recruitment Consortium

<https://www.hercjobs.org/>

Why not work in a college? Benefits, tuition reimbursement, and fun. HERC lists jobs at all levels in academic institutions.