

## Job Resources

Listed below are resources that should be useful for finding and preparing for job interviews. If you have questions or need individual help, please contact the library for more information.

### Job Search Engines

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#### Localized search engines

##### [Job Center of Wisconsin](#)

Created by the Department of Workforce Development a Wisconsin state government agency. Here you can search for jobs within Wisconsin, and also explore the economy in Wisconsin and what skills are needed. \*no account required to search

##### [Dane County Job Center](#)

The Dane County Job Center can help you find jobs within the county. They are also connected with several other counties in Wisconsin; if you need to reach them you can find their event calendar and contact details on their website.

#### National search engines

*\*A note on national search engines: Sometimes national job search engines can be overwhelming, making it hard to find what you're looking for. If you have something specific in mind (whether that is location, job field, or education/experience) try to limit those factors first. You may also find it useful to start within a state search engine and expand out from there.*

##### [Indeed](#)

National job search engine. \*no account required to search.

##### [LinkedIn](#)

National job search engine, but also can serve as a networking and recruitment tool when you sign in with an account. \*no account required to search.

##### [CareerBuilder](#)

National job search engine. \*no account required to search.

##### [ZipRecruiter](#)

National job search engine. \*no account required to search; if screen pops up asking you to enter an email click off in the gray space to exit out of pop-up.

##### [TradedUp](#)

National job search engine for skilled trades. \*no account required to search.

### Job Planning Resources

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##### [Learning Express Library](#)

Learning Express Library is a resource provided by BadgerLink. It can help with test prep, career readiness, and U.S. citizenship and Spanish language resources.

### [Career Cruising](#)

A career prep and planning tool available for free to some Wisconsin residents through their Job Center locations. To get appropriate log-in credentials please visit this page: [How to Get Your Personal No-Cost Login](#).

### [State and National Job Training Resources](#)

To find even more resources available to you as a Wisconsin resident please visit the Department of Workforce Development's page about job training.

## **Government Resources**

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### [Wisconsin Department of Veteran Affairs](#)

The Wisconsin Department of Veteran Affairs (WDVA) is committed to helping veterans transition back into finding a position within the civilian workforce.

### [Job Corps](#)

A commission by the U.S. Department of Labor to enroll young adults (16-24) in schooling and vocational training to enter the workforce. To learn more and see if you qualify please visit the website.

### [Career Outlook \(Bureau of Labor Statistics\)](#)

The Bureau of Labor Statistics's Career Outlook page gives information about different careers and the field projections over the next decade. There is also more information about the economy, geographic profiles, and general trends for careers and career clusters.

### [WisConomy \(Department of Workforce Development\)](#)

Information about the status of the Wisconsin economy and projection outlooks.

### [Department of Workforce Development](#)

The state agency that handles workforce needs for Wisconsin residents. They can help with job resources, workplace injury, equal rights, disability employment, and unemployment claims.

## **Resumes & Cover Letters**

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### [Resume Guide \(CareerOneStop\)](#)

A step-by-step guide to writing a resume with examples included. Funded by the U.S. Department of Labor.

### [Job Search Writing \(Purdue University Online Writing Lab \[OWL\]\)](#)

Purdue OWL provides many examples and resources for helping you get started on your resume. Most colleges have great resume writing tips and tricks if you would like to explore more!

### [Resumes \(Brooklyn Public Library\)](#)

Resume templates and tips created by the Brooklyn Public Library. They also have links for information about CVs and federal resume templates.

### [Resumizer](#)

Free resume and cover letter creator. \*No account required to make a resume or cover letter.

### [Top 10 Cover Letter Writing Tips \(The Balance Careers\)](#)

A short article about how to write a succinct and informative cover letter.

## **Interview Skills**

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### [Preparing for an interview \(The Balance Careers\)](#)

An article about prepping for the interview process.

### [Interviews \(CareerOneStop\)](#)

Helpful information about common questions, different types of interviews, dressing appropriately, and how to prep and follow up after an interview. Funded by the U.S. Department of Labor.

### [Berkley Interviewing Guide \(Berkley University, found on Henderson County Public Library Website\)](#)

Has tips and tricks for different kinds of interviews, common interview questions, and more.

### [Interviewing Tips \(Brooklyn Public Library\)](#)

Tips to help you with interviews during COVID-19 and good interview etiquette in general.

### [Job Hunting During COVID-19 \(The Muse\)](#)

How to handle interview processes during COVID-19.