Career Resources

We encourage you to take full advantage of the wealth of career development and employment resources that are designed to address your career and employment-related needs. Whether you’re looking for a new job, articles on career development, networking resources, or you are looking to change your career, we’ve provided you with the following quick references of useful links that will connect you to career-related and employment sites on the internet.

The following sites are for your information only. We are not responsible for their web content, nor do we officially endorse these sites. We urge you to use caution before purchasing any services or resources offered by these sites.

Career Planning and Development

You have many choices. Choices that you need to make about your life and career. To make these choices you need information and know how to use it. The following steps may help you determine what kind of job is right for you:

Step 1 - Self Assessment

Ask yourself these questions:

- What are my interests? (Data, people, things)
  Career zone target your interest: www.nycareerzone.org/cz/assessment/index.jsp

- How do I like to work? (Preferences)
  Personality Explorer: www.personalityexplorer.com/
  - This website is your tool for exploring your personality and leveraging your personality in career development.

- What are my skills/strengths? (Abilities)
  Competency Model Research: www.careeronestop.org/competencymodel/
  - This is a collection of competencies that together define successful performance in a particular work setting. Competencies often serve as the basis for skill standards that specify the level of knowledge, skills, and abilities required for success in the workplace as well as potential measurement criteria for assessing competency attainment.

- What's important to me? (Values)
  Work Importance indicator: www.onetcenter.org/WIL.html
  - This tool allows you to pinpoint what is important in a job. It helps to identify occupations that you may find satisfying based on the similarity between your work values (such as achievement, autonomy, and conditions of work) and the characteristics of the occupations.
Step 2- Explorations of Occupations

Now that you have a good sense of what your preferences are, you're ready to explore what's out there. Whether you are considering continuing on with post-secondary studies, finding work or becoming an entrepreneur, you will need to learn more about the world of work.

Why is labor market information important? Knowledge is power! To increase the amount of freedom and control you have over your career life, you need to understand some things about occupations, industries and the economy. Then you'll be in a position to make wise decisions about:

➢ Occupations that are the best fit for you

Investigating possible occupations and jobs with a Career Advisor can help you discover how to attain your professional goals and address the needs and priorities identified during your self-assessment.

**Occupational Outlook Handbook:** www.bls.gov/OCO/
- This online handbook provided by the Bureau of Labor Statistics contains previews of a wide variety of careers and their related industries and can be a valuable resource for those interested in transitioning careers.

**O*NET:** http://www.onetonline.org/
- This resource can be used together with the Occupational Outlook Handbook. Just as the Occupational Outlook Handbook can identify positions in broader terms, O*Net can pinpoint more industry-specific titles.

**Wall Street Journal Executive Career Site:** http://www.careerjournal.com
- This site provides timely articles on career development, job search strategies, management challenges, and other relevant information to stay ahead of the changing nature of today's workplace and provide strategies to manage your career.

**Vault Online:** http://www.vault.com/wps/portal/usa
- This Website provides the most complete resource for career management and job search information. Editors, writers and researchers provide unbiased, insider information, news and advice about companies, industries and specific jobs for more than 12 years. Vault gives millions of high-potential students and professionals the competitive edge -- to land a great job or make a critical career decision.

Step 3- Strategic Job Search
How do I market my skills and abilities to potential employers? What is the best way for me to look for a job? How do I reposition myself in the marketplace? Developing strategic and practical steps to reach your career goals can ultimately save you time and energy and land you the job of your dreams.

➢ Resume Builder

JobSpice, a new startup funded by YCombinator, seeks to simplify the entire resume process by providing a clean and straightforward tool for building resumes, turning them into PDFs, and sharing them with the gatekeepers to your dream job. And from what we’ve seen and tried out, the JobSpice method of resume creation is shockingly simple.
Resources

Accounting Career Resources:
My Accounting Degree Website: http://myaccountingdegree.org/accounting-job-resources-mega-list/

Education:
State and District information: http://teach.gov/become-teacher/state-and-district-information
New Jersey Licensure and Credentials info: http://www.state.nj.us/education/educators/license/
New Jersey Department of Education: http://www.state.nj.us/education/educators/license/careers/
Teach.gov Job Listing: http://teach.gov/become-teacher/job-listings

Nuclear Engineer:
Nuclear Energy Institute Career Resources: http://www.nei.org/careersandeducation/
American Nuclear Society: http://www.ans.org/career/

Nonprofit Career and Employment Links:
Society for Nonprofit Organizations: www.snpo.org
Alliance for Nonprofit Management: www.allianceonline.org
National Council of Nonprofit Associations: www.ncna.org
Idealist: www.idealist.org

Global Career and Employment Links:
Going Global Career and Employment Resources: http://www.goingglobal.com/
- World-wide job openings, internship listings, industry profiles and country-specific career information.
  Topics such as: work permit/visa regulations, resume writing guidelines and examples, employment
  trends, salary ranges, networking groups, cultural/interviewing advice, corporate profiles and worldwide
  job listings are included. The Global Forum is available to chat about living and working abroad.

Nursing Resources:
The National League for Nursing Career Resources: http://www.healthecareers.com/nln
The American Nurses Association Career Center: http://www.nursingworld.org/careercenter/
National Council of State Boards of Nursing: https://www.ncsbn.org/index.htm
Aya Healthcare: http://www.ayatravelnursingjobs.com/about/

Veterans Career Resources:
- Search for open positions from companies dedicated to hiring veterans through the NRD Veterans Job
  Bank. The job bank uses search criteria such as keyword, location and military experience to facilitate
  access to hundreds of thousands of private sector job openings specifically targeted to veterans.

White House/Joining Forces: http://www.whitehouse.gov/joiningforces/resources
CareerOneStop: http://www.careeronestop.org/

Other Job Resources:

- Find info like: Top 100 companies to work for, Best Jobs for ___, Best Benefits on ___…etc.

Glassdoor: http://www.glassdoor.com/about/forCareerCenters_input.htm

- A free inside look at company salaries, reviews, and interview questions over 136,000 companies by employees and job seekers.

Top 9 Job Search Engines according to Mashable.com:

1. TweetMyJobs: http://www.tweetmyjobs.com/
   - TweetMyJobs is affiliated with the National Career Development Association as well as the Professional Association of Resume Writers & Career Coaches. Job information can come to you via Twitter, e-mail or RSS. TweetMyJobs offers resume writing services and an interview coaching subscription with a fee.

2. LinkUp: http://www.linkup.com/

3. Indeed: http://www.indeed.com/
   - Indeed has been recognized by Time magazine, PC Magazine and PC World.

   - New Graduate Guide: http://blog.simplyhired.com/simplyhiredcoms-new-graduate-job-search-guide.html (paper copies of New Graduate Guide available upon request. Please email alumni@tesc.edu)
   - Both PCWorld and Macworld have partnered with Simply Hired to create a job channel.


7. SmartBrief: http://www.smartbrief.com/index.jsp
   - Free e-newsletters over more than one hundred industries.

8. LinkedIn: http://www.linkedin.com/
   - A great social networking site for working professionals. You are invited to join our Thomas Edison State College group.