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Farr, J. M., & Shatkin, L. (2009). *Best jobs for the 21st century*. 331.702 FAR. All Branches

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Greengard, S. (2008). *The AARP crash course in finding the work you love: The essential guide to reinventing your life*. 650.14 GRE. All Branches.

Tieger, P. D., & Barron-Tieger, B. (2007). *Do what you are: Discover the perfect career for you through the secrets of personality type*. 155.264 TIE. Newton

United States, & JIST Works, Inc. (2008). *Top 300 careers: Your complete guidebook to major jobs in every field*. 331.7020 TOP. Newton, St. Stephens, Southwest.

Zichy, S., & Bidou, A. (2007). *Career match: Connecting who you are with what you'll love to do*. 650.14 ZIC. Newton

Job Searching

Beshara, T. (2006). *The job search solution: The ultimate system for finding a great job now!* 650.14 BES. Newton

Bolles, M. E., Bolles, R. N., & Bolles, R. N. (2008). *Job-hunting online: A guide to job listings, message boards, research sites, the UnderWeb, counseling, networking, self-assessment tools, niche sites*. 025.06 BOL. Newton, St. Stephens.

Dikel, M. F., & Roehm, F. E. (2008). *Guide to Internet job searching*. 025.06 DIK. All Branches

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Yate, M. J. (2008). *Knock 'em dead 2009: The ultimate job search guide.* 650.14 YAT. Newton, St. Stephens, Southwest, Sherrills Ford, Maiden.

Resumes and Cover Letters

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Troutman, K. K. (2007). *Federal resume guidebook: Strategies for writing a winning federal electronic resume, KSAs, and essays.* 650.142 TRO. Newton.

Walsh, R. (2007). *The only resume and cover letter book you'll ever need.* 650.142 WAL. Newton, St. Stephens

Whitcomb, S. B. (2007). *Résumé magic: Trade secrets of a professional résumé writer.* 650.142 WHI. Newton, St. Stephens, Southwest.

Yate, M. J., & Yate, M. J. (2008). *Knock 'em dead résumés: Smart advice to make your online and paper résumés more productive.* 650.142 YAT. All Branches.

Yate, M. J. (2008). *Knock 'em dead cover letters: Great letter techniques and samples for every step of your search.* 650.142 YAT. All Branches.

Interviews

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Farr, J. M., & Gaither, R. (2009). *Next-day job interview: Prepare tonight and get the job tomorrow.* 650.144 FAR. All Branches.

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Ryan, R. (2008). *60 seconds & you're hired!* 650.14 RYA. Newton, St. Stephens.

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