

General Career Resource Websites

The following websites provide general career resources that may be helpful to you. They are organized by category for easy access, along with a brief description of each category.

Business News

Get the latest in business news and trends on these sites – locally and nationally:

Bloomberg Businessweek

www.businessweek.com/

CEO Express

www.ceoexpress.com/default.asp

Forbes Magazine

www.forbes.com/

Fortune Magazine

<http://money.cnn.com/magazines/fortune/>

The Business Review – Albany

www.bizjournals.com/albany/

Career “A-Z” Information

The following sites provide you with a wealth of information on just about any aspect of the career planning, development and advancement process. Search these sites for what you need related to your career, or simply visit them to see what career resources they have to offer.

Job-Hunt.org

www.job-hunt.org

JobHuntersBible.com

www.jobhuntersbible.com

Quintessential Careers

www.quintcareers.com

The Riley Guide

www.rileyguide.com

Career Branding

The following sites provide you with career branding concepts and strategies to help you “market yourself” for career success. Building and communicating a brand is not just for products and services – it’s for you as well.

Building Your Personal Brand: Tactics for Successful Career Branding

www.quintcareers.com/career_branding.html

Elevator Speech: The Swiss Army Knife of Job Search Tools

www.quintcareers.com/job-search_elevator_speech.html

Career Research and Exploration

The following sites provide you with information about a variety of careers, for purposes of career research and exploration. Learning about careers will present you with viable options (perhaps even some that you never even knew existed) and will help you make informed career choices.

America’s Career InfoNet

www.careerinfonet.org

Click on “Occupation Profile”

Occupational Outlook Handbook

www.bls.gov/oco

O*NET Online

<http://online.onetcenter.org>

Quintessential Careers – Career Research Checklist

www.quintcareers.com/career_research_checklist.html

What Can I Do With This Major?

<http://www.ucdenver.edu/life/services/asac/documents/pathway-to-major-online-resources.pdf>

Cover Letters

Description: The following sites provide you with information on developing an effective cover letter for your job search and career advancement. Cover letters introduce your resume and are a key career marketing document.

Cover Letter Resources and Tools for Job Seekers

www.quintcareers.com/covres.html

Cover Letters and Other Correspondence

www.rileyguide.com/cover.html

Susan Ireland's Resume Site

<http://susanireland.com/>

Interviewing - Informational

Informational Interviewing Tutorial

The following site provides you with a tutorial on informational interviewing. It will give you all the information you need to know about how to use and take full advantage of this well-established career exploration and networking strategy.

www.quintcareers.com/informational_interviewing.html

Interviewing - Jobs

The following sites provide you with interviewing strategies and techniques. The interview is where you "sell yourself" for the job, and it requires preparation, practice and performance.

Guide to Job Interviewing Resources

www.quintcareers.com/intvres.html

Interviewing

www.rileyguide.com/interview.html

Interviewing Success

www.collegegrad.com/intv

SYMS - Dress to Achieve

www.symsdress.com/index.htm

Job Search

The following sites provide you with information and resources for your job search. Any good job search should employ a multi-faceted approach, using a number of job search strategies, but with a focus on networking.

International Job Search

Goin Global

www.goinglobal.com/en/

Job and Career Fairs

Job Fair Success

www.collegegrad.com/jobsearch/Job-Fair-Success

Fairs/Recruitment – Job Express

www.labor.ny.gov/careerservices/findajob/jobfairrecruitmentsindex.shtm

Job Listing Sites

Fortune 500 Employers – Jobs by Rank

www.job-hunt.org/employers/Fortune-500/rank-index.shtml

Fortune 500 Employers – Jobs by State

www.job-hunt.org/employers/Fortune-500/by-state/Fortune-500-byStateIndex.shtml

Job Banks and Career Search Engines

www.rileyguide.com/multiple.html

Job Express

www.labor.ny.gov/jobs/regional.shtm

Meta Job Search Engine – Career Jet

www.careerjet.com/

Meta Job Search Engine – Indeed

www.indeed.com

Meta Job Search Engine – Link Up

www.linkup.com

Meta Job Search Engine – Simply Hired

www.simplyhired.com

Sites with Job Listings

www.rileyguide.com/jobs.html

Managing Your Job Search

Managing Personal and Professional Relationships

www.jibberjobber.com/

Networking - General

Key Career Networking Resources for Job Seekers

www.quintcareers.com/networking_resources.html

Networking Advice

www.rileyguide.com/nettips.html

Networking – Online (General Information)

Social Media and the Job Search

www.job-hunt.org/social-networking/social-media.shtml

Tools for Networking on the Internet – Quintessential Careers

www.quintcareers.com/Internet_networking_sources.html

Networking – Online (Facebook)

12 Ways to Use Facebook Professionally

<http://gigaom.com/2007/07/24/12-ways-to-use-facebook-professionally/>

Facebook and Your Job Search

www.job-hunt.org/social-networking/facebook-job-search.shtml

Networking – Online (LinkedIn)

The New Networking: Ultimate LinkedIn Guide for 2012 Grads

www.onlinecolleges.net/2012/05/07/the-new-networking-ultimate-linkedin-guide-for-2012-grads/

100 Smart Ways to Use LinkedIn

www.linkedinintelligence.com/smart-ways-to-use-linkedin/

20 Ways to Use LinkedIn Productively

<http://webworkerdaily.com/2007/06/15/20-ways-to-use-linkedin-productively/>

Networking – Online (Twitter)

Twitter and Your Career

www.job-hunt.org/executive-job-search/twitter-job-search.shtml

Newspaper Help Wanted Advertisements

United States Newspapers

www.50states.com/news

Online Job Applications/Employment Kiosks

Using Employment Kiosks and Online Job Applications

www.rileyguide.com/kiosk.html

Online Yellow Pages

411.com

www.411.com

Recruiters and Executive Search Firms

Directories of Recruiters

<http://rileyguide.com/recruiters.html>

Executive Search Firms

<http://rileyguide.com/firms.html>

Labor Market Information and Trends

The following sites provide you with a wealth of data on industries and occupations, employment trends and projections, high growth areas and much more. You will find research-based information and statistics on just about any aspect of the labor market.

A-Z Index of Trade Associations

www.usa.gov/directory/tradeassoc/index.shtml

America's Career InfoNet - Industry Information

www.careerinfonet.org/Industry_Intro.asp?id=8&nodeid=8

America's Career InfoNet - Employment Trends by Industry and Occupation

www.careerinfonet.org/Occ_Intro.asp?id=1&nodeid=1

Scroll down to "Compare Wages and Trends" and click on "Employment Trends by Industry and Occupation"

America's Career InfoNet - Employment Trends by Occupation

www.careerinfonet.org/Occ_Intro.asp?id=1&nodeid=1

Scroll down to "Compare Wages and Trends" and click on "Employment Trends by Occupation"

Bureau of Labor Statistics - Occupational Data

www.bls.gov/emp/ep_data_occupational_data.htm

State Labor Market Information

www.careerinfonet.org/State_Intro.asp?id=11&nodeid=11

The Milken Institute - Best Performing Cities

<http://bestcities.milkeninstitute.org>

The Riley Guide - Employment and Industry Trends

www.rileyguide.com/trends.html

Personal Statements/Statements of Interest

The following sites provide you with information about how to write a personal statement or statement of interest for things such as fellowship applications or college admissions.

Owl Online Writing Lab – Writing the Personal Statement

<https://owl.english.purdue.edu/owl/resource/642/01/>

Writing Personal Statements Online

www.e-education.psu.edu/writingpersonalstatementsonline/

Professional Associations

The following sites provide you with a listing of professional associations in a variety of career fields. Professional associations are a “gathering place” for people in the same profession, and provide rich opportunities for professional development, industry news and updates, and networking.

Career Overview

www.careeroverview.com/professional-associations.html

WEDDLES Association Directory

www.weddles.com/associations/index.cfm

Researching Employers

The following site provides you with resources regarding researching employers. Researching employers gives you the information you need to determine the “best employer fit” for your career.

Rutgers University Libraries – Company Research Guide

<http://libguides.rutgers.edu/companies>

The Business Journals – Company Profile Search

www.bizjournals.com/profiles/company/us/?state=

The Riley Guide: Research and Target Employers and Locations

www.rileyguide.com/research.html

Vault Career Intelligence

www.vault.com/

Resumes

Description: The following sites provide you with information on developing an effective resume for your job search and career advancement. Resumes are often your first impression with employers. It's important to develop one that makes a positive impression.

Resumes – JobStar Central

<http://jobstar.org/tools/resume/index.php>

Resume and CV Resources for Job Seekers

www.quintcareers.com/resres.html

Resumes and Cover Letters

www.rileyguide.com/letters.html

Susan Ireland's Resume Site

<http://susanireland.com/>

Preparing Your Resume for Emailing and Online Posting

www.rileyguide.com/eresume.html

Preparing a Perfect Plain Text Resume

www.rileyguide.com/eresprep.html

Salary Research and Negotiations

The following sites provide you with information regarding research and negotiations of not just salary, but total compensation (salary and benefits). You'll find strategies and techniques, salary surveys and guides, salary calculators, wages by occupation and area, cost of living calculators, advice on budgeting and much more.

America's Career InfoNet – Wages by Occupation and Local Area

www.careerinfonet.org/Occ_Intro.asp?id=1&nodeid=1

Scroll down to "Compare Wages and Trends" and click on "Wages by Occupation and Local Area"

America's Career InfoNet – Wages by Metropolitan Areas

www.careerinfonet.org/Occ_Intro.asp?id=1&nodeid=1

Scroll down to "Compare Wages and Trends" and click on "Wages by Metropolitan Areas"

Budgeting 101

<http://financialplan.about.com/od/budgetingyourmoney/tp/budgeting-101.htm>

CNN Money – Cost of Living Calculator

<http://money.cnn.com/calculator/pf/cost-of-living>

Cost of Living Calculator

www.eriesi.com/CareerPlanning

Glass Door

www.glassdoor.com

Job Seekers Salary Calculator

www.jobsearchintelligence.com/NACE/jobseekers/salary-calculator.php

Pay Scale – Free Salary Reports

www.payscale.com

Salary.com

www.salary.com

Salary Calculator

www.salarycalculator.com

SalaryExpert.com

www.salaryexpert.com

Salary Guides and Guidance – Riley Guide

www.rileyguide.com/salguides.html

Salary Information

<http://jobstar.org/tools/salary/index.php>

Skills Essential to Today's Workplace

Tony Wagner's Seven Survival Skills

This site provides research-based information on the skills needed in today's workplace.

www.tonywagner.com/7-survival-skills

Note: Websites/online resources that have been chosen for this list are not meant as an endorsement of the site or information on it. They have simply been identified as potential career resources for students. You should closely review the information on each site to determine appropriateness and relevancy to your specific situation.