

Kent Campus Career Development Center Library Inventory

Title	Code		Color Key
Best Keywords for Resumes and Interveiws			Resumes & Cover Letters
Best Resumes for College and Grads.			Interviewing
Best Resumes for People Without a 4yr. Degree			Career Planning
Blue Collar Resumes			Occupational Information
Competency-Based Resumes			Job Search Stategies
Cover Letters for Professionals			Educational Program Information
Dynamic Cover Letters for New Graduates			
e-Resumes			
Expert Resumes for Military-to-Civilian Transitions			
Experts Resumes for Returning Workers			
Gallery of Best Resumes			
High Impact Resumes and Letters			
Resume/ Job Search book for College Students			
Resumes for Dummies			
Resumes for Professionals			
101 Ways to Power up Your Job Search			
95 Mistakes Job Seekers Make			
A Foot in the Door			
Buliding Your Network Through Communication.			
Getting the Job You Really Want			

Guide to Internet Job Serching	
How To Find A Job In Jacksonville	
I Don't Know What I Want, But I know It's Not This	
Insiders Guide to Finding a Job	
Job Search Handbook for Disabilities	
Job-Hunting in the Internet	
No One Is Unemployable	
No One Will Hire Me!	
The Career Atlas	
The Guide to Internet Job Searching	
The Job Hunting Guide Transition from College to Career	
The Savvy Networker	
The Ultimate Job Seeker's Guide Knock 'em' Dead	
The Very Quick Job Search	
The Very Quick Job Search Video - Get a Better Job in Half the Time! DVD	
Using the Internet and the World Wide	
2500 Keywords To Get You Hired	
Dressing Smart for Men	
Dressing Smart for Women	
Dynamite Salary Negotiations	
Head to Toe - Grooming & Dressing DVD	
Interview for Success	
Job Interview for Dummies	

Job Interview Tips for People with Not So Hot Backgrounds	
Keywords to Nail Your Job Interview	
Naked at the Interview	
Sweaty Palms	
Who Would You Hire? DVD	
(4) Dictionary of Holland Occupational	
100 Jobs in the Environment	
150 Best Jobs for a Better World	
175 Best Jobs Not Behind a Desk	
250 Best-Paying Jobs	
50 Best Jobs for Your Personality	
50 Best Jobs Through Apprenticeships	
America's Fastest Growing Jobs	
America's Top Internet Jobs Sites	
America's Top Jobs for College Graduates	
America's Top Medical/ Human Services	
Career in Pharmacy	
Careers for Caring People	
Careers for Computer Buffs	
Careers for Film Buffs	
Careers for High-Energy People	
Careers for Mystery Buffs	
Careers for Plant Lovers	

Careers for Shutterbugs	
Careers for the Starstruck & Dramatic Type	
Careers in Business	
Careers in Communication	
Careers in Finance	
Careers in Horticulture and Botany	
Careers in International Business	
Careers in Journalism	
Careers in Law	
Careers in Marketing	
Careers in Science	
Careers in Social Rehabilitation Services	
Careers in Travel, Tourism and Hospitality	
Careers Without College - Building	
Careers Without College - Cars	
Careers Without College - Emergencies	
Careers Without College - Money	
Careers Without College - Office	
Careers Without College - Sports	
Careers Without College - Music	
College Not Required!	
EZ Occupational Outlook Handbook	
Federal Jobs	

Great Jobs for Art Majors	
Great Jobs for Communication Majors	
Great Jobs for Engineering Majors	
Great Jobs for English Majors	
Great Jobs for History Majors	
Great Jobs for Liberal Arts Majors	
Great Jobs for Sociology Majors	
O*NET Dictionary of Occupational Titles	
Occupational Outlook Handbook	
Occupational Outlook Handbook 2008-2009	
Opportunities in Beauty Culture	
Opportunities in Advertising	
Opportunities in Agriculture	
Opportunities in Airline	
Opportunities in Architectural	
Opportunities in Biotechnology	
Opportunities in Book Publishing	
Opportunities in Bulding Consturction	
Opportunities in Chemistry	
Opportunities in Computer Aid	
Opportunities in Computer Systems	
Opportunities in Crafts	
Opportunities in Culinary	

Opportunities in Dental Care	
Opportunities in Electrical Trades	
Opportunities in Engineering	
Opportunities in Environmental	
Opportunities in Fire Protection	
Opportunities in Gerontology	
Opportunities in High Tech	
Opportunities in Hotel & Motel	
Opportunities in Human Resources Mgt	
Opportunities in Information System	
Opportunities in Insurance	
Opportunities in Laser Technology	
Opportunities in Law Enforcement	
Opportunities in Library	
Opportunities in Magazine Publishing	
Opportunities in Marketing	
Opportunities in Medical Technology	
Opportunities in Museums	
Opportunities in Newspaper Publishing	
Opportunities in Nutrition	
Opportunities in Occupational Therapy	
Opportunities in Office Occupations	
Opportunities in Paramedical	

Opportunities in Physical Therapy	
Opportunities in Physician	
Opportunities in Public Health	
Opportunities in Purchasing	
Opportunities in Religious Service	
Opportunities in Retailing	
Opportunities in Science Technician	
Opportunities in Secretarial	
Opportunities in Speech Language Pathology	
Opportunities in Sports Medicine	
Opportunities in Teaching	
Opportunities in Telecommunications	
Opportunities in Television and Video	
Opportunities in Theatrical Design	
Opportunities in Training and Development	
Opportunities in Transportation	
Opportunities in Travel	
Opportunities in Welding	
Opportunities in Word Processing	
Today's Hot Job Targets	
Top 100 Careers Without a Four-Year Degree	
Top 100 Computer & Technical Careers	
Best Career & Education WEB Sites	

Dream It Do It	
Exploring Your Future	
Find the Career That's Right For You!	
Live Your Calling	
Major Decisions	
Now, Discover Your Strengths	
The Career Connection for College Education	
The Career Fitness Program	
What Color is Your Parachute?	
What's Your Type of Career?	
Your Career - How to Make it Happen	
You're FIRED! The Ten Quickest Ways to Lose Your Job & How to Avoid Them DVD	
2003 Business Schools	
2005 Higher Education Directory	
90 Minute College Major Matcher	
Ivy League Programs	