

## JOB/CAREER SEARCH RESOURCES FOR MONTGOMERY COUNTY RESIDENTS

### Montgomery College Resources

**MC's Career Page:** [www.montgomerycollege.edu/career](http://www.montgomerycollege.edu/career)

MC offers a range of services to students, alumni, and community members to support their career planning process and job search efforts. Online resources are accessible for educational options, job outlook projections, and job search resources.

**MC's Career Coach:** <http://cms.montgomerycollege.edu/careercoach.html>

An information search tool specific to Montgomery County and the surrounding localities of the Washington metro area.

**Career Cruising:** [www.careercruising.com](http://www.careercruising.com)

An interactive career exploration program to help with career decision making; begin with assessments, then learn about career options, occupations, academic majors, job outlook and training. To login, request the **Username** and **Password**.

**MC's Employment Page for students and alumni:** [www.montgomerycollege.edu/ejobs](http://www.montgomerycollege.edu/ejobs)

Job search and resume services that provide access to part-time / full time jobs, internships, and on-campus employment.

**MC's WDCE Career and Employment for 50+:** <http://cms.montgomerycollege.edu/wdce/ce/lifelonglearning/careeremployment.html>

Courses and career resources for the lifelong learner.

**MC's Educational Opportunity Center:** <http://www.montgomerycollege.edu/EOC>

Sponsored by the TRIO grant, the purpose of EOC is to provide assistance to individuals who plan to enter or re-enter college.

**MC Libraries:** Reference Books and Circulation.

**Ferguson's Career Guidance Center:** <http://fcg.infobase.com/default.asp>

Available from MC Library web page: career assessment, job profiles, workplace skills, career and industry resources.

**MC Career Development Course:** [www.montgomerycollege.edu/career](http://www.montgomerycollege.edu/career) STSU120 (2 credit course).

### Montgomery County Resources

**Work Source Montgomery:** [www.worksourcemontgomery.com](http://www.worksourcemontgomery.com)

Montgomery County's One-stop American Job Center provides job seeker services for all populations including adults, youth, veterans, and for the 50+. Job readiness workshops and training; and employer recruitment at two locations in Wheaton and Germantown.

**Montgomery County Public Libraries:** [www.montgomerycountymd.gov/library](http://www.montgomerycountymd.gov/library)

Use of computers to create a resume, search for jobs, and develop skills. All the branches have public computers with Internet access and Microsoft Office applications, including Word, Excel, PowerPoint, and Access. See [policies for computer use](#).

**Montgomery County's Immigrant Resource Center:** [www.montgomerycountymd.gov/gilchrist](http://www.montgomerycountymd.gov/gilchrist)

**Charles W. Gilchrist Center:** Montgomery County's welcome centers that connect diverse communities with a multitude of economic and educational resources. Locations in Gaithersburg, Germantown, Silver Spring and Wheaton.

### State of Maryland Resources

**Maryland Workforce Exchange:** [www.mwejobs.maryland.gov](http://www.mwejobs.maryland.gov) A good resource for job seekers.

**The State of Maryland, Department of Labor, Licensing and Regulation** ([www.dllr.state.md.us](http://www.dllr.state.md.us)) Provides job development and employment information. DLLR recently published a "Hot Jobs Now" brochure with top occupations in Maryland classified by types of educational degrees <https://www.dllr.state.md.us/lmi/lmaihotjobsbrochure.pdf>

**Professional Outplacement and Assistance Center (POAC):** [www.dllr.state.md.us/poac](http://www.dllr.state.md.us/poac) Individualized service located in Columbia, MD offers career guidance, internet access, free faxing and copying, and a library of resource materials.

**The Maryland Careers:** <http://marylandcareers.org> Links Marylanders with job search, career change, recruiting and career advising.

**Maryland Rehabilitation Services:** [www.dors.maryland.gov](http://www.dors.maryland.gov) Information on resources and services for Marylanders with Disabilities.

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### **Federal Government Resources**

**Occupational Outlook Handbook:** <http://www.bls.gov/ooh>

US Department of Labor premier resource for career information, provides alpha and industry search tools for all U.S occupations. Provides data on specific careers to include earnings, work conditions, required training, and employment outlook.

<http://www.bls.gov> OOO -The print and online quarterly publication features articles with practical information on careers and job search:

New and emerging occupations, training opportunities, salary trends, and ongoing research by the Bureau of Labor Statistics.

[www.onetonline.org/](http://www.onetonline.org/) **O\*NET Database and websites** – The nation’s primary source of occupational information that provides comprehensive and detailed descriptions of the world of work focusing on knowledge, skills, and abilities. Relates the information to education, training, employment, and labor market:

<http://online.onetcenter.org/>: The Occupational Information Network provides career exploration, assessment instruments for career planning, and career transition tools.

[www.onetcenter.org/IP.html](http://www.onetcenter.org/IP.html): O\*Net Profiler - The self-assessment and career exploration tool for learning about relevant occupations and discovering activities that apply to the world of work.

[www.careeronestop.org](http://www.careeronestop.org): Provides career match and options; skills for any occupation; resources for education and training; and job search and salary information.. Uses a range of resources including videos of real life employees.

[www.myskillsmyfuture.org](http://www.myskillsmyfuture.org): Focuses on career options provided through experience, previous jobs/internships, and volunteering.

[www.mynextmove.org](http://www.mynextmove.org): An interactive tool to match interests with over 900 occupations, provides search by industry, and use of O\*NET Interest Profiler to explore suggested careers.

[www.mynextmove.org/vets](http://www.mynextmove.org/vets): Provides targeted services to veterans.

[www.miproximopaso.org](http://www.miproximopaso.org): For Spanish speaking career explorers and job seekers.

### **Other Resources**

[www.internationalstudentcareers.com](http://www.internationalstudentcareers.com) International Student Careers provides help with job search resources, and a step-by-step guide on how to find a job as an international student, and job search resources.

[www.globalmingleparty.com/](http://www.globalmingleparty.com/) Global Mingle Party informs international students and professionals on how to succeed in the American workplace.

[www.careerprofiles.info/job-search.html](http://www.careerprofiles.info/job-search.html): **Career Profiles** is a career and job search guide that provides information on job search, industries, salaries, career transition, and resources for education and training.

<http://idealisticareers.org>: **Idealist** is a premier resource for career planning and job search in the non-profit sector including step-by-step strategies, tips, and articles on coping with the different stages of the career and job search process.

[www.QuintCareers.com](http://www.QuintCareers.com): **Quintessential Careers** is a one-stop source for career tools and job search tips. Especially great for information on networking. Also available at [www.livecareer.com/quintessential](http://www.livecareer.com/quintessential).

[www.jobstart101.org](http://www.jobstart101.org): **Job Start 101** is a resource for college students to prepare for success in post-college employment and to better understand employer expectations before entering the work place. Provides a series of videos.

<http://college.monster.com>: **Monster.com** organization is well known for career advice and job search for college students and recent graduates.

<https://money.usnews.com/career>: Salary rankings in various industries and sectors; career blogs; articles on industries; job search advice on interviews, salary negotiations and more.

[www.bestjobsusa.com](http://www.bestjobsusa.com): Information on best employers and those currently hiring, as well as career paths for job seekers.

<https://www.jssa.org/get-help/specialized-employment>: Jewish Social Service Agency serving Maryland, DC and Virginia to assist people with special needs to gain competitive employment.

<https://workopportunities.net/locations/maryland> An independent consulting and referral service that provides Supported Employment Services (SES); Job coaching; job placement; transition services; and vocational rehabilitation.