

Libraries offer job search assistance

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In an effort to increase job-searching opportunities, Tulsa City-County Library has partnered with Workforce Tulsa in Tulsa.

Workforce Tulsa clients will automatically be registered for a Tulsa City-County Library card and receive access to valuable in-library and digital resources available at all 24 libraries throughout Tulsa.

"We are very excited to now be able to offer to all of our Workforce Tulsa clients access to Tulsa City-County Library's substantial online resources as a way to build their skills and ultimately become successful and build wealth for the Tulsa area," said Shelley Cadamy, Executive Director, Workforce Tulsa. "Adding the libraries to our network of access points is a very natural progression of our partnership and provides tremendous resources for those looking for a new job."

Workforce Tulsa offers services and resources to people who are entering the job market for the first time, who want to improve their work-related skills to apply for and gain a better job, who were formerly incarcerated and now seek job-training and employment, and who are interested in learning about new and new career options.

For information, go to <http://guides.tulsalibrary.org/jobs> for any level of job help. The library

numerous books to help a job candidate. Search the library catalog at www.tulsalibrary.org for things like job hunting, cover letters or interviewing.

Tulsa City-County Library offers free computer access and wireless (Wi-Fi) connection. Online things job-related are accessible from home or library computers:

JobNow: Get live online assistance with JobNow coaches to help create a winning résumé, practice interviewing skills, get career advice and search thousands of current job openings. Experts provide live feedback seven-days-a-week, 2-11 p.m.

Learning Express: Find basic, intermediate and advanced self-paced tutorials on a variety of software packages like Word, Excel, Publisher, PowerPoint, Access, and Adobe Photoshop and Illustrator. Prepare for your licensing exams for civil service, plumbing, nursing, EMT, CDL or ASVAB. This also is a good place to prepare for the GED or US Citizenship exam with a full-length practice test in each subject.

Universal Class: Learn something new with hundreds of free online courses like accounting and bookkeeping, restaurant and hotel management, medical billing and coding. Sharpen your computer skills with courses for Microsoft Office, Quicken and typing and keyboarding.

For more information on resources to help with your job search, call the AskUs Hotline, 918-491-1234 or visit the library's webpage, www.tulsa.library.org.

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