



Welcome!

The webinar will begin at
2:00 Eastern/11:00 Pacific



Audio broadcast—volume

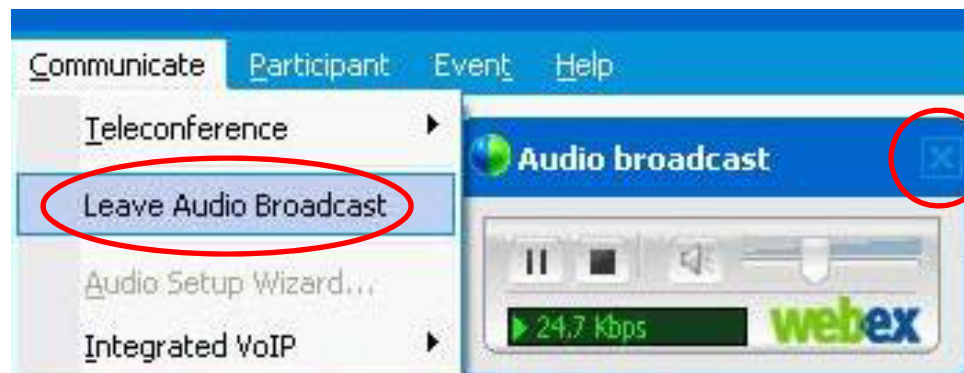
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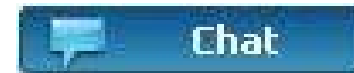
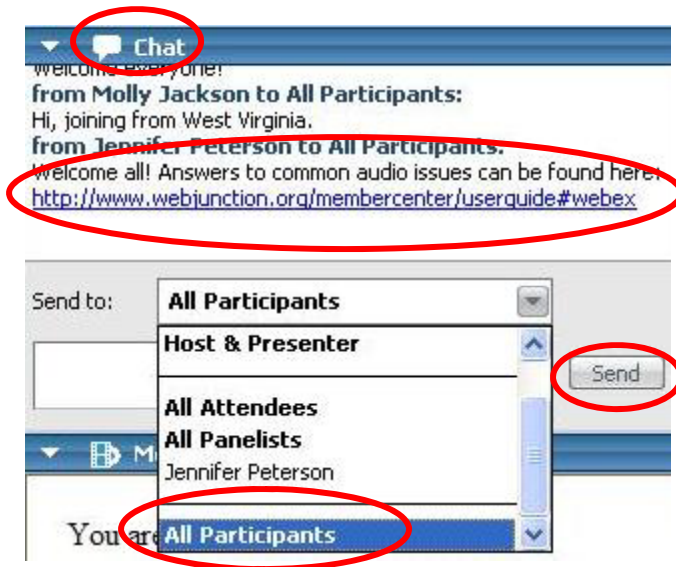
Select **Leave Audio Broadcast** or **click X** to close box(es). Then rejoin.





Chat Option

- If you have technical difficulties, please chat privately with “WJ Support.”
- Please post your questions to “All Participants.”
- Please paste to chat your links to relevant resources.



Step 1: Type in the **dialog box**.

Step 2: Select **recipient(s)** from dropdown option.

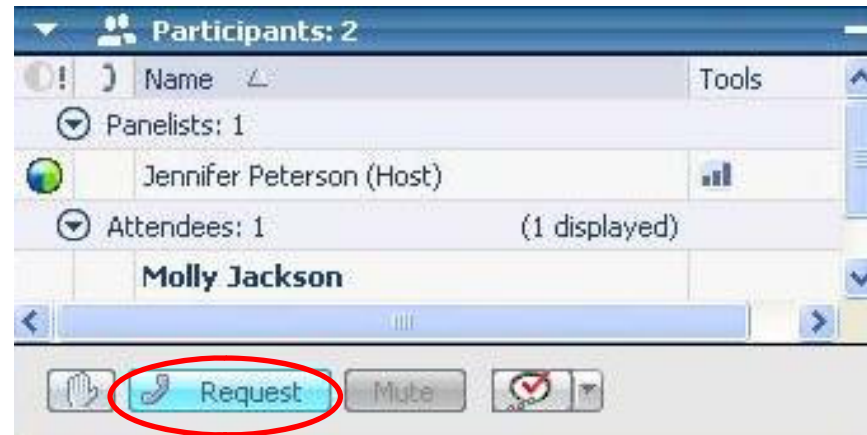
Step 3: Click “**Send**” button.

hashtag on twitter: [#libs4jobs](https://twitter.com/#!/libs4jobs)



If needed, access audio by telephone

If you cannot or do not wish to listen to today's audio via your computer, please follow these steps to join by telephone.



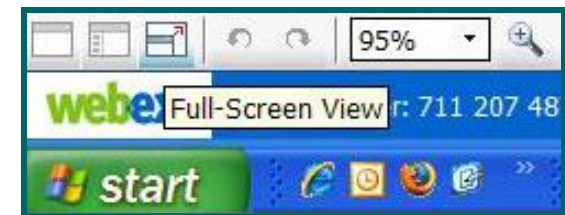
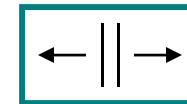
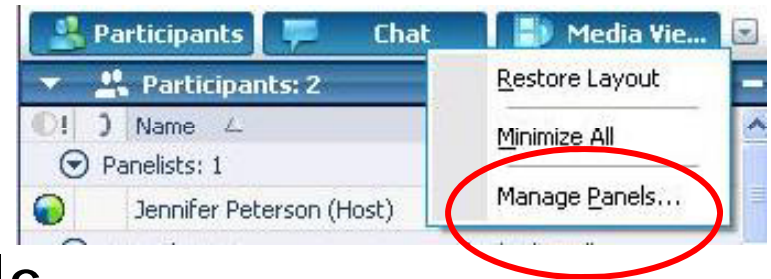
Click on **Request** under the participants list.

You will be provided with a toll-free number. Be sure to enter # following each of the operator's requests for **Access Code** and **Attendee ID**.



Customize your experience

- Panels can be minimized or expanded
- Hover over edge of panels to drag and resize
- Size can be adjusted or presentation can be viewed "full screen"
- Use this menu at bottom right to return to panel view





Polling in today's session

- Polls will appear in the right panel.
- Poll results columns can be adjusted.
- After poll results have been shared, minimize the poll panel and expand the chat panel.

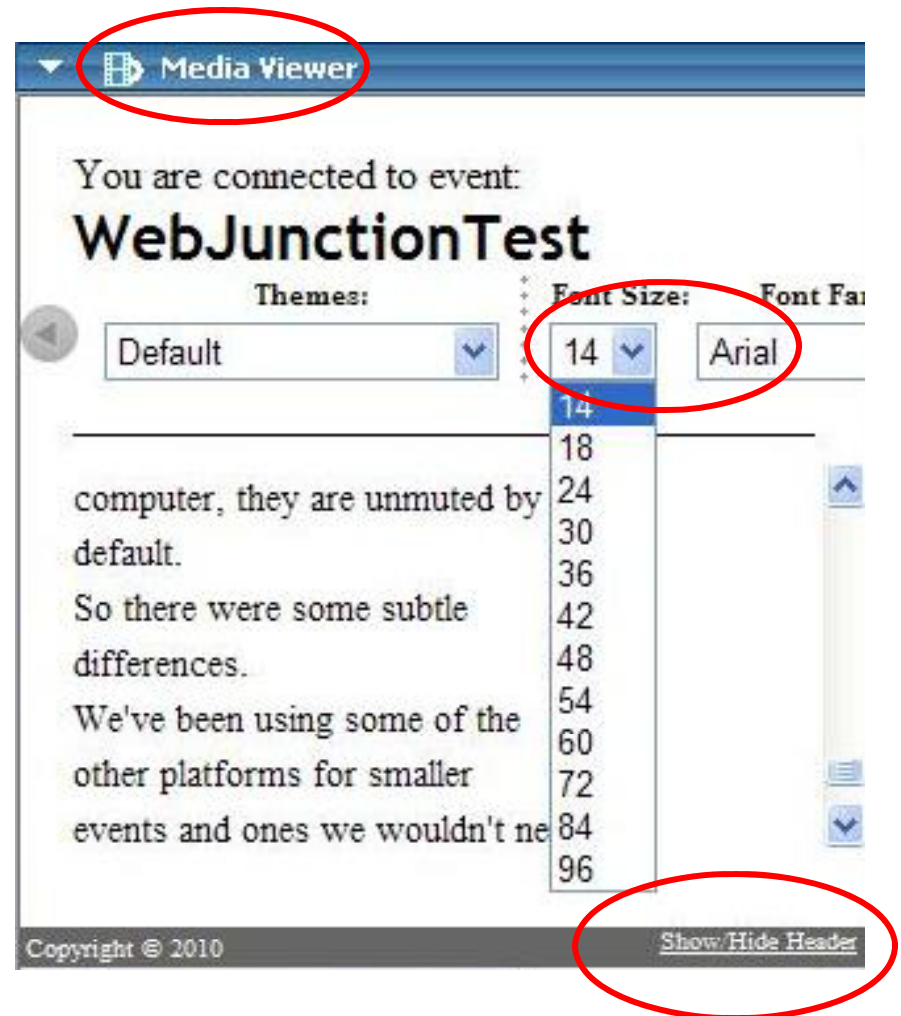
The screenshot shows a software interface with three tabs: 'Participants', 'Chat', and 'Polling'. The 'Polling' tab is active, displaying a poll question: '1. How familiar are you with O*NET?'. The options are: a. Use frequently, b. Use sometimes (selected), c. Know about it, and d. New to me. Below the poll, there is a 'Poll results' section with a table and a bar graph. The table shows that option 'a. Use frequently' has 1/1 (100%) votes, while options 'b', 'c', and 'd' have 0/1 (0%) votes. A red bar graph shows a 100% bar for option 'a'. A 'Submit' button is located at the bottom right of the interface.

Questions	Results	Bar Graph
1. How familiar are you with w...		
a. Use frequently	1/1 (100%)	
b. Use sometimes	0/1 (0%)	
c. Know about it	0/1 (0%)	
d. New to me	0/1 (0%)	



Closed Captioning is available

- Access via the **Media Viewer** on your Panel options.
- You may adjust the **font size and type** for captions.
- Then select **Show/Hide Header** in the bottom right corner.





Other Technical problems?

Contact WebEx support

Event Number: 715 998 646

Phone: 1-866-229-3239

Email: support@webex.com

Helping Job Seekers: Using Electronic Tools and Federal Resources

August 11, 2010



U.S. Department of Labor
Employment and Training
Administration



State Library of North Carolina



Today's Producers



Jennifer Peterson

Host/Moderator

WebJunction
Community Manager



Kendra Morgan

'WJ Support'

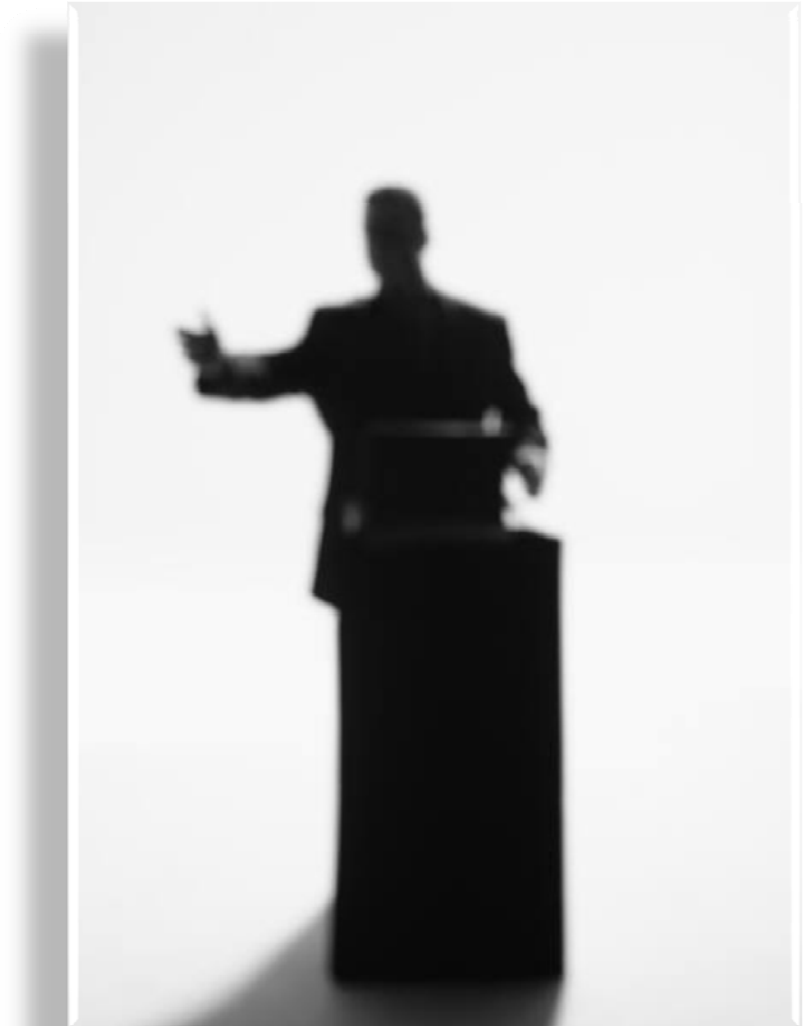
WebJunction
Program Manager

Presenters

Presenters:

- **Tracie Hamilton**
- **Lauren Fairley-Wright**

*ETA, Office of
Workforce Investment*



Tracie Hamilton
Program Analyst,
ETA Office of Workforce Investment





Objectives

Introduction to ETA tools to help you:

- Assist customers
 - Explore Careers
 - Apply for Jobs
 - Upgrade their Skills
- Find Additional Assistance
- Find Partners
- Connect to the Workforce Investment Community



Office of Workforce Investment

Employment and Training Administration

Workforce Investment Act of 1998 (WIA) – established the key principles

- Streamlined service delivery through One-Stop Career Centers
- Individual Choice
- Universal Access
- Defined roles for state and local workforce investment boards
- State and local flexibility in conjunction with accountability



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U.S. Department of Labor
Employment and Training
Administration

A National Partnership to Meet Local Needs





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Workforce³ One is an e-learning, knowledge sharing webspace that offers workforce professionals, employers, economic development, and education professionals a dynamic network featuring innovative workforce solutions. Online learning events, resource information, and tools help organizations learn how to develop strategies that enable individuals and businesses to be successful in the 21st century economy.

 **Building the Next Generation: OJT Toolkit**
Posted on July 01, 2010 at 04:09PM

A new web-based toolkit is available to help state and local workforce professionals expand and strengthen their on-the-job training (OJT) strategies. The OJT Toolkit is an online suite of resources that gives OJT providers templates and examples that are customizable to meet the needs of their state or local workforce area. Further, OJT Toolkit documents allow providers to quickly and efficiently implement OJT in their area. View the OJT Toolkit at: <http://ojttoolkit.workforce3one.org>

 **May Newsletter Highlights**
Posted on June 09, 2010 at 11:04AM

The May 2010 Workforce³ One newsletter includes information about the new Rapid Response Community of Practice that is now available on Workforce³ One, as well as promising practices series in the National Emergency Grants arena. To read the full newsletter, click [here](#).



Innovations in Action

Featured "best practice" that you can implement in your workplace.

Learn on Webinars

Learn about and register for upcoming webinars.

Workforce Solutions **NEW**

Search for curricula, instructional and course materials, skill assessments, career ladders, outreach materials, reports and databases, sustainability tools, and more! These resources are free and can be customized or replicated to address workforce challenges in your local and regional areas.

Connect to a Community

Collaborate with your peers on topics that most interest you.

Share Content



Poll

How familiar are you with www.CareerOneStop.Org?

[Education + Training](#) : [Job Search](#) : [Resumes + Interviews](#) : [People + Places to Help](#)
: [help a job seeker](#) : [salary info](#) : [write job descriptions](#) : [military transition](#) : [disaster recovery services](#)



Explore Careers

Get a better job... Self-assessments... Browse occupations and industries... Employment trends... and more

Education + Training

Learn more to earn more... Keep learning... Find schools... Pay for education and training... and more

Resumes + Interviews

Resume advice, samples & templates... Cover letters and thank-you notes... Interviews... and more

Salary + Benefits

Wage and salary information... Benefits... Relocating... and more

Job Search

Plan your search... Browse job sites.. After an offer... and more

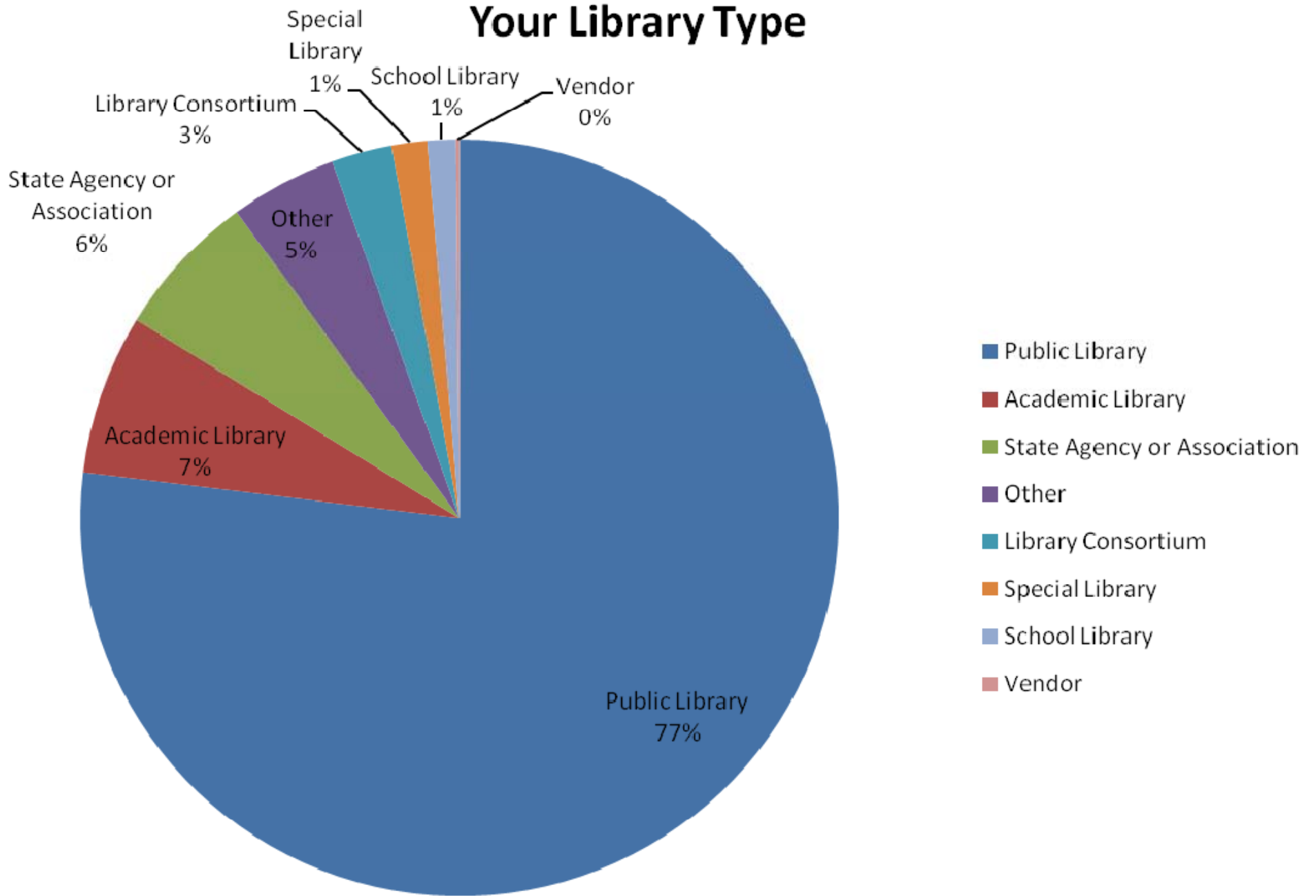
People + Places to Help

Services near you... State web sites... Unemployment insurance... Salary negotiation... and more

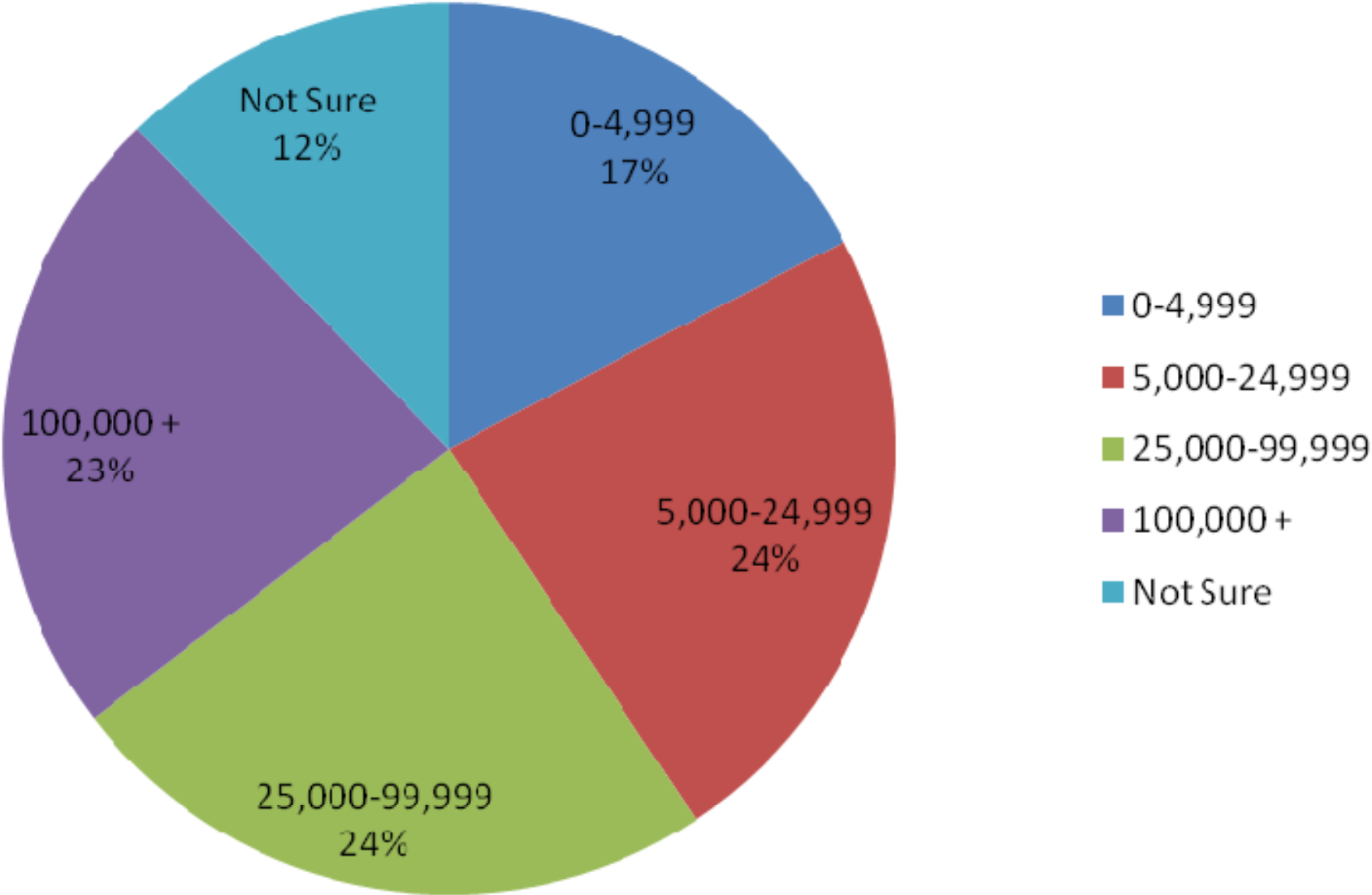
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Your Library Type



Service Population





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PATHWAYS TO CAREER SUCCESS

CareerOneStop Portal

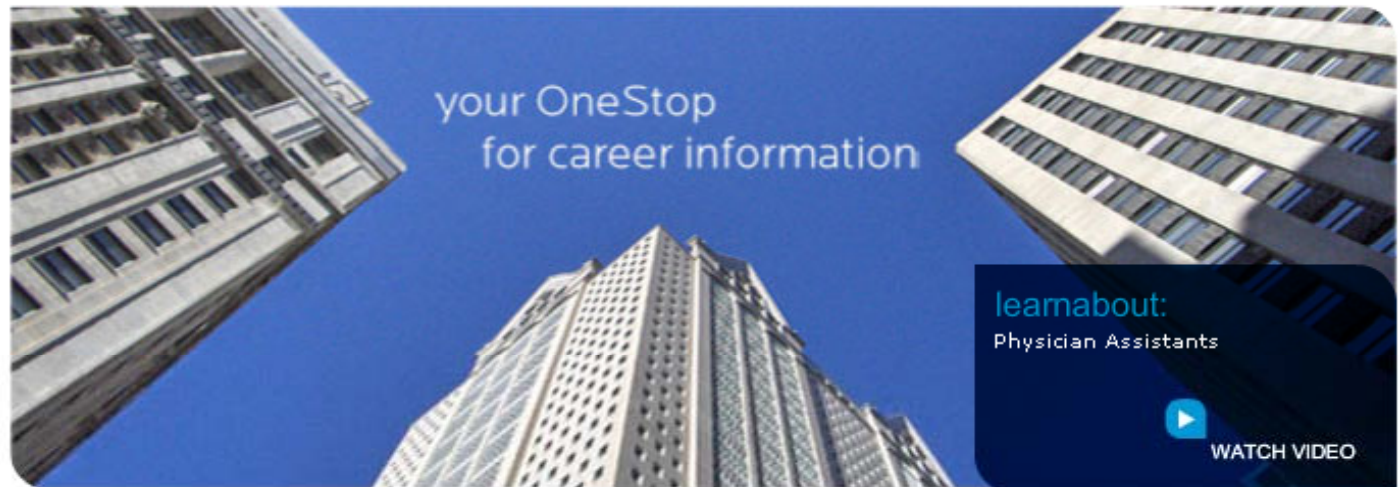
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CareerOneStop is:

Your pathway to career success.
Tools to help [job seekers](#), [students](#),
[businesses](#), and [career professionals](#)
Sponsored by the [U.S. Department of Labor](#)

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learn about:

Physician Assistants



WATCH VIDEO

think about:

your
income

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Plan your search... Browse job sites.. After an offer... and more

[People + Places to Help](#)

Services near you... State web sites... Unemployment insurance... Salary negotiation... and more



Worker ReEmployment Portal



Lost Your Job?

- Visit [Worker ReEmployment](#)
- Or [Census Worker ReEmployment](#)
- Or [Deepwater Response](#)

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More Resources:

[Get Immediate Help](#) : [Find a Job](#) : [Change Careers](#) : [Upgrade Your Skills](#) : [Resources by State](#)
[browse occupations](#) : [help a job seeker](#) : [salary info](#) : [Auto Worker ReEmployment](#) : [Census Worker ReEmployment](#)

Worker ReEmployment

Employment, training, and financial help during job transition

One-Stop Career Centers can help you look for work and offer classes like resume writing.

Find a One-Stop Career Center:

Enter a Zip Code:

--OR--

City:

State:

[Advanced Search](#)

Get Immediate Help

- Unemployment Benefits
- Healthcare Coverage
- Dealing with Job Loss
- Avoid Foreclosure

Find Unemployment Benefits

Find a Job

- Job Hunting after Job Loss
- Networking During a Recession
- How to Use Job Banks
- Are You Considered Overqualified?

Find Job Banks

helpline:

For information about jobs, training, and career resources call

1-877-US2-JOBS
(1-877-872-5627)
TTY:1-877-889-5627

Change Careers

- What are Your Skills?
- Switching Occupation or Industry
- Make Yourself Marketable
- Learn About Green Careers

Find One-Stop Centers

Upgrade Your Skills

- Take a Class
- Short-term Training
- Begin or Finish a Degree
- Pay for Training

Find Education and Training



Get Immediate Help: How to File for Unemployment Insurance (UI)

[Home](#) > [ReEmployment](#) > [Get Immediate Help](#) > [Get Immediate Help](#)
Get Immediate Help

OneStop

Feeling overwhelmed after a layoff? These simple first steps can help you through the first days.

[Unemployment Benefits](#)

Find out what types of benefits you may qualify for.

[Healthcare Coverage](#)

Find out your options for protecting or extending your healthcare coverage after a layoff.

[Dealing with Job Loss](#)

Make sure you deal with the stress of job loss before turning to your new job search.

[Avoid Foreclosure](#)

Find mortgage counseling and other resources to help you keep your home after a layoff.

Find Unemployment Benefits

Select a State

relatedlinks:

Find State Resources

Alabama

Explore Careers: Occupation Profile

The **Standard Occupational Classification (SOC)** system is used by Federal statistical agencies to classify workers into occupational categories for the purpose of collecting, calculating, or disseminating data. All workers are classified into one of over **820** occupations according to their occupational definition.

SECURITY GUARDS: ALABAMA

Occupation Description

Guard, patrol, or monitor premises to prevent theft, violence, or infractions of rules.

Career Video



View career video with one of the following:



[Additional videos](#) and more information available on CareerOneStop.

State and National Wages



[Wage Table](#)



[Hourly Wage Chart](#)



[Yearly Wage Chart](#)

Location	Pay Period	2008				
		10%	25%	Median	75%	90%
United States	Hourly	\$8.02	\$9.21	\$11.28	\$14.47	\$18.92
	Yearly	\$16,700	\$19,200	\$23,500	\$30,100	\$39,400
Alabama	Hourly	\$6.48	\$7.32	\$8.85	\$11.43	\$15.74
	Yearly	\$13,500	\$15,200	\$18,400	\$23,800	\$32,700

[Occupation Wages FAQs](#)

Median Wages by Occupation Across States

Explore Careers: Occupation Profile

State and National Trends

United States	Employment		Percent Change	Job Openings ¹
	2008	2018		
Dietitians and nutritionists	60,300	65,800	+9%	2,570
Missouri	Employment		Percent Change	Job Openings ¹
	2006	2016		
Dietitians and nutritionists	1,460	1,470	+1%	40

¹ Job Openings refers to the average annual job openings due to growth and net replacement.

Note: The data for the State Employment Trends and the National Employment Trends are not directly comparable. The projections period for state data is 2006-2016, while the projections period for national data is 2008-2018.

[Occupation Trends FAQs](#)

[Employment Trends by Occupation Across States](#)

[Compare Employment Trends by Occupation](#)

[Employment Trends by Industry and Occupation](#)

National Data Source: [Bureau of Labor Statistics, Office of Occupational Statistics and Employment Projections](#)

State Data Source: [Missouri Department of Economic Development, Missouri Economic Research and Information Center](#)

[Back to Top](#)

Knowledge, Skills, and Abilities

The most important knowledge, skills, and abilities (KSAs) are listed for **Dietitians and Nutritionists**.

Knowledge:

- **Biology** - Knowledge of plant and animal organisms, their tissues, cells, functions, interdependencies, and interactions with each other and the environment.
- **English Language** - Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.
- **Development** - Knowledge of human behavior and performance; individual differences in skills,

Explore Careers: 'What's Hot' in Industries?

- ▶ Occupation Information
- ▼ Industry Information
 - Industry Profile
 - ▶ Fastest-Growing
 - ▶ Largest Employment
 - ▶ Declining Employment
 - ▶ Highest-Paying
 - ▶ Employment by Sector
- ▶ State Information
- ▶ Career Tools
- ▶ Videos
- ▶ Find It By Topic

[Help on this page](#) [Printer-Friendly Version](#)

go

Industry Profile

Selected Criteria:

Area: **Tennessee: Nashville-Davidson--Murfreesboro, TN [Change Area](#)**
MSA

Industry Sector: **62 - Health Care and Social Assistance** [Change Sector](#)

62 - Health Care and Social Assistance

Industry Description

The Health Care and Social Assistance sector comprises establishments providing health care and social assistance for individuals. The sector includes both health care and social assistance because it is sometimes difficult to distinguish between the boundaries of these two activities. The industries in this sector are arranged on a continuum starting with those establishments providing medical care exclusively, continuing with those providing health care and social assistance, and finally finishing with those providing only social assistance. The services provided by establishments in this sector are delivered by trained professionals. All industries in the sector share this commonality of process, namely, labor inputs of health practitioners or social workers with the requisite expertise. Many of the industries in the sector are defined based on the educational degree held by the practitioners included in the industry. Excluded from this sector are aerobic classes in Subsector 713, Amusement, Gambling and Recreation Industries and nonmedical diet and weight reducing centers in Subsector 812, Personal and Laundry Services. Although these can be viewed as health services, these services are not typically delivered by health practitioners.

Search different Industries by region and find information on wages, employment trends, and projections.



Explore Careers: Career Videos

Attentiveness	View
Auditory and Speech Ability	View
Basic Skills	View
Control Movement	View
Endurance	View
Fine Manipulative Ability	View
Flexibility, Balance, and Coordination	View
Idea Generation and Reasoning	View
Interpersonal Skills	View
Memory	View
Perceptual Ability	View
Personal Qualities	View
Physical Strength	View
Quantitative Ability	View
Reaction Time	View
Resource Management	View

Skill and Ability Videos

Show skills and abilities people use to do certain types of work.

Cluster & Career Videos

Work Option Videos

Industry Videos

Career Video Challenge



UNITED STATES
DEPARTMENT OF LABOR

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Secretary of Labor Hilda L. Solis

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[DOL Home](#) > [Career Videos Challenge](#)

By Topic

- Wages
- Unemployment Insurance (UI)
- Health Plans & Benefits - Continuation of Health Coverage
- [View All Topics](#)

By Audience

- Job Seekers / Unemployed
- Employers
- Workers
- [View All Audiences](#)

By Location

Laws and Regulations

Budget & Performance Information

American Recovery and Reinvestment Act Information

Newsroom

- [DOL Newsletter](#)

Events Calendar

Doing Business With DOL

Other Resources

- [Business.gov](#)
- [CareerOneStop.org](#)
- [Disability.gov](#)
- [Disaster Recovery Assistance](#)

Welcome to the Career Videos Challenge!

"Nice to meet you, what do you do?" For many, this is one of the first conversations we have when meeting someone new. So now that we've met, tell us about your job.

We're inviting members of the public to produce and submit short (1 to 3 minute) videos focusing on the daily activities, necessary knowledge, skills, and abilities of one of 15 high-growth occupations. This includes Energy Auditors, Carpenters and Wind Turbine Service Technicians to name a few. The top three videos in each field will be eligible for a \$1,000 prize, so tell us – What do you do?

The Challenge has started! SUBMIT YOUR VIDEO BY AUGUST 20!

[Join the Challenge!](#)

Read the [Official Contest Rules](#) (PDF).

Video Challenge Example: A Day in the Life - Computer Software Engineer

A Day in the Life - Computer Software Engineer





Salaries and Wages: Labor Market Information

State Profile: Maryland Labor Market Information

Career Information Delivery Systems (CIDS)

- [Maryland's Job Bank: Maryland Workforce Exchange](#)

Career Resource Network (CRN) Sites

- [Maryland Department of Education](#)

Other State Labor Market Information Pages

- [Bureau of Labor Statistics - Maryland](#), U.S. Department of Labor

State Employment Trends Information

- [Maryland Career and Workforce Information](#), Maryland Career and Workforce Information, Office of Workforce Information and Performance

State Employment-Related Resources

- [Maryland Department of Labor, Licensing and Regulation](#)
- [Maryland Division of Workforce Development](#)
- [Maryland Minimum Wage Rate](#), U.S. Department of Labor, Employment Standards Administration
- [Maryland Unemployment Insurance](#)
- [Maryland Welfare to Work](#)
- [Maryland Workforce Investment Act](#)

State Labor Market Information Offices

- [Maryland Career and Workforce Information](#), Maryland Career and Workforce Information, Office of Workforce Information and Performance

State Wage Information

- [Maryland Career and Workforce Information](#), Maryland Career and Workforce Information, Office of Workforce Information and Performance



Education + Training

State and Federal Licensing Requirements

🔍 Licensed Occupations

1 Get Started

2 Select a State or Territory

3 Search Results

4 Next Steps

about this data:

Licensed information is gathered in each state by Labor Market Information units under a grant from the U.S. Department of Labor. [Read more about licenses.](#)

related links:

[Licensed Occupations Help](#)
[Workforce Credentials Information Center](#)

Get Started

Use the Licensed Occupations tool to find contact information about licenses for careers in your state. States provide this data, therefore CareerOneStop cannot guarantee that this information is comprehensive or accurate. Contact the license agency to verify any information provided here.

Find a License

Search by:

- License Name
- License Description
- Agency
- All of the above

OR

Browse by:

- [Occupations](#)
- [Agencies](#)

search Licenses >





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PATHWAYS TO CAREER SUCCESS

Education + Training

Certification Finder

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Explore Careers

[Home](#) > [Career InfoNet](#) > [Career Tools](#) > [Certification Finder](#)

America's Career InfoNet

Certification Finder

1 Get Started

2 Certification Search Results

3 Next Steps

aboutthisdata:

Data are compiled and maintained by CareerOneStop and exclusively available on the CareerOneStop site. Read more about [certifications](#).

relatedlinks:

[Certification Finder Help](#)
[Workforce Credentials Information Center](#)

Get Started

Certifications are examinations that test or enhance your knowledge, experience, or skills in an occupation or profession. This directory allows you to search for certifications by keyword, industry, or occupation.

Find a Certification

Enter Keyword

Search by

- Certification Name
- Certifying Organization
- Occupation (or, browse a list of [occupations](#))
- Industry (or, browse a list of [industries](#))

[search](#) >

 **POWERED BY**
america's career info net

www.CareerOneStop.org



Education + Training

Certification Finder

Explore Careers

[Home](#) > [Career InfoNet](#) > [Career Tools](#) > [Certification Finder](#)
America's Career InfoNet

Certification Finder

[< go back](#) [continue >](#)

1 [Start Over](#)

2 **Certification Search Results**

3 [Next Steps](#)

aboutthisdata:

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relatedlinks:

[Certification Finder Help](#)
[Workforce Credentials Information Center](#)

Certification Search Results

Selected Criteria

Your Keyword Search Criteria Resulted in **28 Certifications from 5 Organizations**.

Your Keyword: **secretary** [Change Keyword](#)

Displaying Certifications 1-25 of 28 [1](#) [2](#) [Next](#)

Certification Name	Certifying Organization
Common	
Certified Professional Secretary	International Association of Administrative Professionals
Certified Legal Secretary Specialist: Real Estate	Legal Secretaries International Inc.
Certified Legal Secretary Specialist: Business Law	
Accredited Legal Secretary	National Association of Legal Secretaries Resource Center
Certified Medical Administrative Assistant	National Healthcareer Association
Advanced	



Job Search

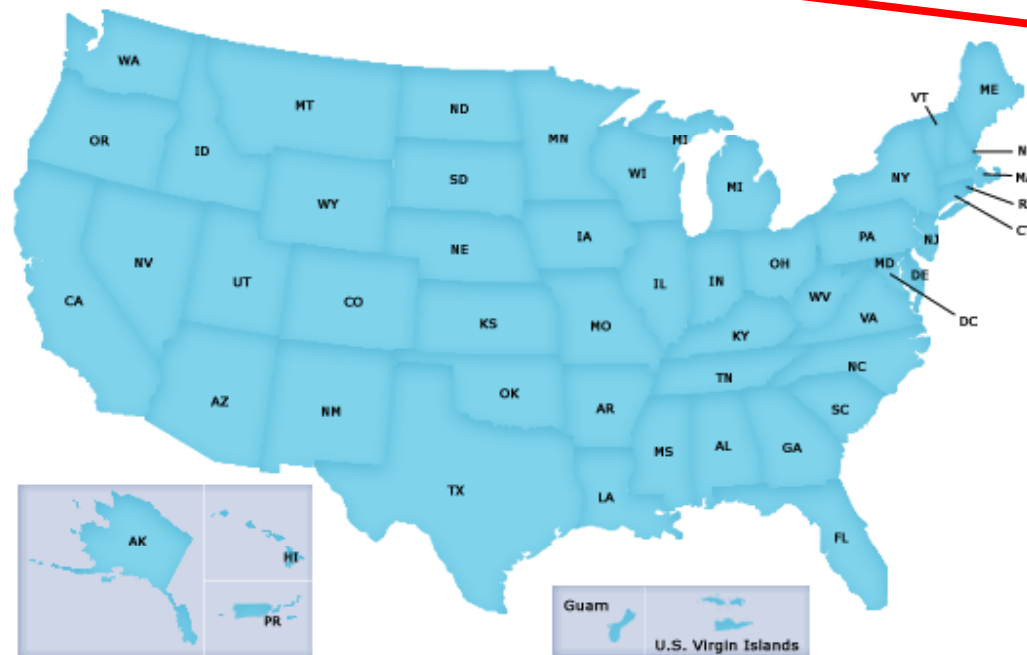
America's Job Bank ended operations on July 1, 2007

This page will help you locate alternative sites where you can search for jobs or prospective employees.

Sponsored by the [U.S. Department of Labor](#)

Find Your State Job Bank

State Job Banks



Find Job Banks

- [Veterans and government job banks](#)
- [Private sector job banks](#)
- [State job banks](#)

<http://jobbankinfo.org/>



Job Search

Employer Locator Tool

Explore Careers

[Home](#) > [Career Infollet](#) > [Career Tools](#) > [Employer Locator](#)

America's Career InfoNet

Employer Locator

Use the Employer Locator to find contact information about a specific employer or list of employers. It will be necessary to contact each employer to see if they have job openings available. **Start your search by selecting a tab option below.** Follow the instructions on each page to get your results. If you need help select Employer Locator Help below.



Search By Industry

Select an Industry Sector (Choose One):



Search By Occupation



Search By Location



Search By Keyword

- Accommodation and Food Services
- Administrative and Support and Waste Management and Remediation Services
- Agriculture, Forestry, Fishing and Hunting
- Arts, Entertainment, and Recreation
- Construction
- Education Services
- Finance and Insurance

Next

[START OVER](#)

[RELATED RESOURCES](#)

[AMERICA'S CAREER INFONET](#)

[EMPLOYER LOCATOR HELP](#)

www.CareerOneStop.org

Job Search

Employer Locator Tool

Employer Locator

Use the Employer Locator to find contact information about a specific employer or list of employers. It will be necessary to contact each employer to see if they have job openings available. If you need help select Employer Locator Help below.

 **Search By Industry**

 **Search By Occupation**

 **Search By Location**

 **Search By Keyword**

[Printer-Friendly Version](#)

Below is a list of employers that match your criteria. Select an employer name for detailed information.

Your Search Criteria :
 State - Pennsylvania [Change State](#)
 Region - Harrisburg-Carlisle, PA MSA [Change Region](#)
 City(ies) - Harrisburg [Change City\(ies\)](#)
 Industry Sector - Accommodation and Food Services [Change Industry Sector](#)
 Industry Subsector - Accommodation [Change Industry Subsector](#)
 Industry Group - Traveler Accommodation [Change Industry Group](#)
 [Narrow Your Search By Firm Size](#)

Displaying Employers 1-25 of 57 Jump to

Employer Name	Address	City
BEST WESTERN		Harrisburg, PA
BEST WESTERN-HARRISBURG HERSHEY	N Mountain Rd	Harrisburg, PA
CANDELWOOD SUITES	N Mountain Rd	Harrisburg, PA



Resumes and Interviews:

Resumes + Interviews

helpline:

For help using CareerOneStop
email or call:
1-877-348-0502 or
TTY 1-877-348-0501

[Home](#) > [Resumes + Interviews](#) > [Interviews](#) > [Get Ready](#)

Get Ready

Interviews are very important. Employers interview candidates to find a good fit for their business. An interview is your opportunity to learn more about an employer and the available job(s).

There are two main types of interviews: [job interviews](#) and [informational interviews](#). Although the tips and strategies for each type are unique, preparation is key to both.

Learn about the company and position before you interview from:

- Job description
- Employer brochures
- Annual business reports
- Trade periodicals
- Manufacturers' guides
- Union representatives
- School placement offices
- Local and state employment service offices
- Chambers of Commerce
- Professional organizations
- Current employees

Learn more about how to conduct successful [employer research](#).

Gathering facts about a company helps you answer potential interview questions. It also gives you important information on how to match your skills to the company or position. To complete a successful match, try this exercise:

1. Divide a piece of paper in half by drawing a line down the middle.
2. On one side, list specific skills, experience and abilities needed by the employer.
3. On the other side, write down your qualifications that meet each

relatedlinks:

Career Resource Library.

- [Interviewing](#)

www.CareerOneStop.org





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PATHWAYS TO CAREER SUCCESS

Resumes and Interviews:

Resume Tutorial

Explore Careers

[Home](#) > [Career InfoNet](#) > [Career Tools](#) > [Resume Tutorial](#)
America's Career InfoNet

Resume Tutorial

[Printer-Friendly Version](#)

Introduction

Your resume should provide a crisp, positive, and accurate overview of your work experience, job skills, and education. The purpose of your resume is to market your abilities to get an interview.

Stand out from the crowd! Your resume will likely be one of many under consideration. This online guide will help you build a resume employers will want to see. Go [step by step](#) or skip to the section that interests you.

Browse the Resume Tutorial
Where Would You Like To Go Next? ▾

"A resume is just like life... you never get a second chance to make a first impression!"

Download a PDF version of this tutorial (4.2 MB). This requires the free Adobe Acrobat Reader plug-in.

www.CareerOneStop.org



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Just Out of the Military?

See how your military experience and skills can transfer into **related civilian jobs.**

Military to Civilian Occupation Translator

Selected Criteria:

Military Occupation - Clinical Nurse - Air Force - Commissioned Officer - 46N1 [Change Occupation](#)

Civilian Occupation - Registered Nurses

Registered Nurses

Assess patient health problems and needs, develop and implement nursing care plans, and maintain medical records. Administer nursing care to ill, injured, convalescent, or disabled patients. May advise patients on health maintenance and disease prevention or provide case management. Licensing or registration required. Include advance practice nurses such as: nurse practitioners, clinical nurse specialists, certified nurse midwives, and certified registered nurse anesthetists. Advanced practice nursing is practiced by RNs who have specialized formal, post-basic education and who function in highly autonomous and specialized roles.

[View more information about Registered Nurses](#)

Related Resources for Registered Nurses

- [Job Banks for Related Occupations](#)
- [Related Web Resources](#)
- [Find Certifications](#)
- [Explore Occupational Licensing](#)
- [Tools & Technology Used on this Job](#)

Connecting veterans and separating military personnel to services and resources available on CareerOneStop. Read more about [Key to Career Success](#). For career and job search assistance, contact your local [One-Stop Career Center](#).

[← Previous](#) [New Search](#)

www.CareerOneStop.org





People & Places to help

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<http://www.servicelocator.>



Lost Your Job?

Visit [Worker ReEmployment](#)

Or [Deepwater Response](#)

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[Share](#) | [Topics A to Z](#) |

More Resources:

[Explore Careers](#) : [Salary + Benefits](#) : [Education + Training](#) : [Job Search](#) : [Resumes + Interviews](#) : **People + Places to Help**

[browse occupations](#) : [explore green careers](#) : [help a job seeker](#) : [salary info](#) : [write job descriptions](#) : [military transition](#) : [disaster recovery services](#)

People + Places to Help

[Home](#) > **Service Locator** 1855 [Comprehensive](#) One Stops
1143 [Affiliate](#) One Stops [Providers](#) > [Login](#)

One-Stop Career Centers

Get help looking for work.
Enter a location to find a center near you.

Zip: or
City:
State:
Find Centers within:

America's Service Locator
Find workforce services in your neighborhood or across the country



helpline

For information about jobs, training, and career resources call
1-877-US2-JOBS
(1-877-872-5627)
TTY: 1-877-889-5627

For help using CareerOneStop email or call:
1-877-348-0502 or
TTY 1-877-348-0501



- Unemployment Benefits**
Find out where and how to file for unemployment benefits in your state
- Employment Training**
Learn about federally-funded training programs for laid-off workers, veterans, older workers, and more
- Workforce System Contacts and Strategic Partners**
Connect with Workforce Investment Boards, employment services offices, libraries, community colleges and local employers
- State Services**
Need to locate a state service near you? Create a map to in-person services or find them online with these tools
- More Government and Private Sector Resources**
Find national resources on employment, housing, community service and more
- Keyword Search**
Search for employment and related services by keyword and location



CareerOneStop is sponsored by the U. S. Department of Labor,



People & Places to Help

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America's Service Locator

America's Service Locator

One-Stop Career Centers

[Find a Service](#)

Unemployment Benefits

Employment Training

Workforce System Contacts and Strategic Partners

State Services

More Government and Private Sector Resources

Keyword Search

aboutthisdata:

The U.S. Department of Labor and other federal government agencies provide information about local [employment and training resources](#).

One-Stop Career Centers

One-Stop Career Centers can help you look for work and classes like resume writing. Many states offer business services to help employers hire, retain and train workers.

Get Started: Find a One-Stop

1. Enter Your Location:

Zip:

OR

City:

State:

2. Find Centers:

Within:

3. Search by:

- Comprehensive One-Stop Career Centers
- Affiliate One-Stop Centers
- Both

[Search](#) >

onestopcareercenters:

How many One-Stop Career Centers are there in the United States?

1856 [Comprehensive](#) One-Stop Career Centers

1140 [Affiliate](#) One-Stop Career Centers

helpline:

For information about jobs, training, and career resources call:

1-877-US2-JOBS
(1-877-872-5627)

TTY: 1-877-889-5627

For help using CareerOneStop email or call:

1-877-348-0502 or
TTY 1-877-348-0501

relatedlinks:

[Resources for Veterans](#)



People and Places to Help

America's Service Locator

Buffalo Employment and Training Center	
77 Goodell Street Buffalo, NY 14203	 
Phone	(716)856-5627
Fax	(716)856-5670
E-mail Address	ccummings@wdcinc.org
Hours of Operation	M-W-Th-Fr. : 8:30 am - 4:30 pm, T: 8:30 am-8:00 pm
Web Site Address	http://www.workforcebuffalo.org
Brief Description of Services Provided at this Site (Narrative)	Free Internet and resume writer access computers are on site. Veteran representatives are available at this location. Full range of jobseeker and employer services. The Buffalo Employment and Training Center is the One-Stop Center for the City of Buffalo. Our services for adults include 30 computer terminals to perform job searches, fax machine, phones to call employers, copier machines, resume paper, free postage, typing tutorials, Word, Excel, Access, Powerpoint, and Outlook tutorials. We offer 16 informative workshops to help customers look for work, update a resume, find a career path and more. We offer training assistance to those that are looking to upgrade their skills in many different career paths., Individual counseling and guidance available to customers looking for one-on-one assistance. Co-located on site are the DOL, DSS, Supportive Services(55 and older), Veterans Services, VESID, Adult Basic Education. Our Youth Programs located on site are for individuals 14-21, and these services include our , Summer and year around youth Program, Catholic Charities, and Job Corps. Services are universal and available to any looking for work, to upgrade from their current job, or looking to develop skills for a different job.
Type of Office	Comprehensive One-Stop Career Centers
Office Level	Local
Veterans Employment Representative	Yes



People and Places to Help

America's Service Locator

People + Places to Help

[Home](#) > [Service Locator](#) > [Workforce System](#) > [Libraries](#)

America's Service Locator

[Providers](#) > [Login](#)

America's Service Locator

[One-Stop Career Centers](#)

[Unemployment Benefits](#)

[Employment Training](#)

[Workforce System Contacts and Strategic Partners](#)

[Workforce Investment Boards](#)
[Employment Services Offices](#)
[Libraries](#)
[Community Colleges](#)
[Employer Locator](#)

[State Services](#)

[More Government and Private Sector Resources](#)

[Keyword Search](#)

[aboutthisdata:](#)

Strategic Partners - Libraries

Find a Library

1. Enter Your Location:

Zip:

OR

City:

State:

2. Find Libraries:

Within:

[Search](#) >

onestopcareercenters:

How many One-Stop Career Centers are there in the United States?

1857 [Comprehensive](#) One-Stop Career Centers
1132 [Affiliate](#) One-Stop Career Centers

helpline:

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1-877-US2-JOBS
(1-877-872-5627)
TTY:1-877-889-5627

For help using CareerOneStop email or call:

1-877-348-0502 or
TTY 1-877-348-0501



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PATHWAYS TO CAREER SUCCESS

[browse occupations](#) : [explore green careers](#) : [help a job seeker](#) : [salary info](#) : [write job descriptions](#) : [military transition](#) : [disaster recovery services](#)

People and Places to Help

America's Service Locator

People + Places to Help

[Home](#) > [Service Locator](#) > [Workforce System](#) > [Libraries](#) > [Results](#)

America's Service Locator

[Providers](#) > [Login](#)

Search Criteria: Zip code - 06230 | Proximity - 25 miles

Records 1-10 of 35

1 2 3 4 [Next](#)

Name	Location	Service Type	Distance
Abington Social Library Central Library	536 Hampton Rd. Pomfret, CT 06230-0118 phn: (860)974-0415	Library	0 miles Map Directions
Pomfret Public Library Central Library	449 Pomfret St. Pomfret, CT 06258-0091 phn: (860)928-3475	Library	3.7 miles Map Directions
Eastford Public Library Central Library	179 Eastford Rd. Eastford, CT 06242-0908 phn: (860)974-0125	Library	5.8 miles Map Directions
Fletcher Memorial Library Central Library	257 Main St. Hampton, CT 06247-1419 phn: (860)455-9295	Library	6.2 miles Map Directions
Howard W. Bracken Memorial Library Central Library	Academy Rd. Woodstock, CT 06281-0145 phn: (860)928-0046	Library	6.5 miles Map Directions
Brooklyn Town Library Association Central Library	10 Canterbury Rd. Brooklyn, CT 06234-0357 phn: (860)774-0649	Library	6.5 miles Map Directions
West Woodstock Library Association	5 Bungay Hill Connector	Library	7.2 miles

Link to Us!

1. Visit Career OneStop Link to us page:
www.careeronestop.org/LinkToUs
2. Download and save the logo in the directory that contains your web pages.
3. Copy the HTML code and paste it in your docume



Toll-Free Help Line

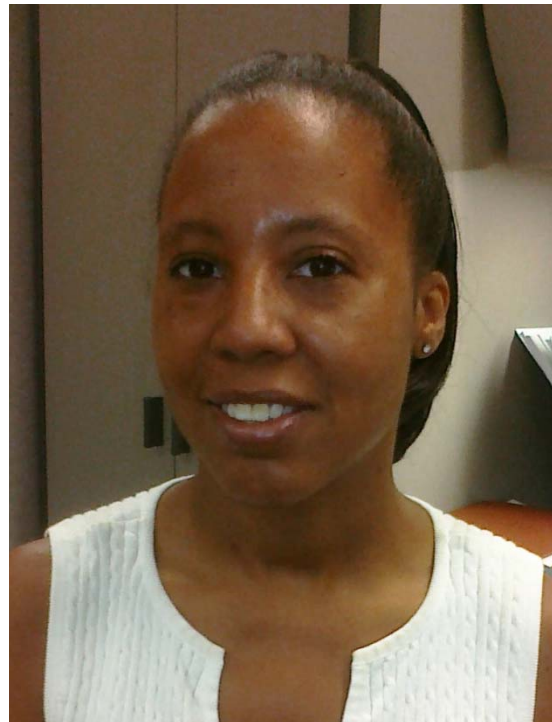
1-877-US2-JOBS

[TTY] 1-877-889-5627



- Connects people to One-Stop Centers and information about workforce programs via telephone.
- Serves people without internet access.
- English and Spanish speaking customer service representatives available (over 150 languages).
- Available 5 days a week, from 8am to 8pm (all time zones)
- In FY 2008, ETA received 242,468 calls and anticipate receiving 300,000 calls in FY 2009.

Lauren Fairley-Wright
Workforce Analyst,
ETA Office of Workforce Investment



Navigating O*NET...
*Occupational Searching Techniques &
Resource for Resumes and Interviewing*

Lauren Fairley-Wright



Poll

How many of you are familiar with O*NET?



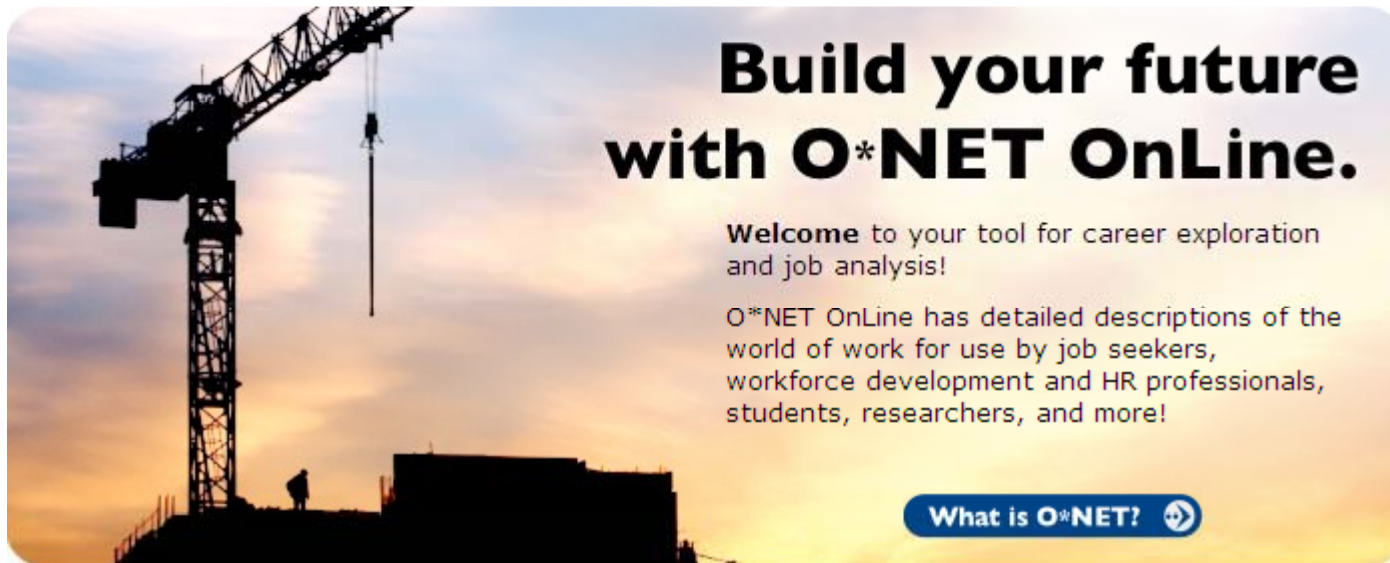
O*NET OnLine

[Help](#)

[Find Occupations](#)

[Advanced Search](#)

[Crosswalks](#)

A photograph of a construction site at sunset. A large crane is silhouetted against the orange and yellow sky. A worker is visible on a building under construction in the foreground.

**Build your future
with O*NET OnLine.**

Welcome to your tool for career exploration and job analysis!

O*NET OnLine has detailed descriptions of the world of work for use by job seekers, workforce development and HR professionals, students, researchers, and more!

[What is O*NET?](#)

Intro to O*NET

- What is O*NET?
- How is it populated?
- How is it used?

How is O*NET Used?

O*NET information is relevant to many different audiences.

- **Counselors:** Connect people to appropriate occupations with resources like the [Career Exploration Tools](#), [O*NET OnLine](#), and OnLine's [Skills Search](#). If you need to find an O*NET-SOC code for an existing job, try the keyword search at [O*NET Code Connector](#).
- **Students/Job Seekers:** Discover occupations by taking the [Computerized Interest Profiler](#) and [Work Importance Profiler](#) assessments right from your PC. If you've already got an occupation in mind, learn more about it from [O*NET OnLine](#).
- **Human Resources:** The [Toolkit for Business](#) contains examples and case studies illustrating how O*NET information can help you with writing job descriptions or helping employees identify necessary skills for advancement. Learn more about occupations using [O*NET OnLine](#).

– <http://www.onetcenter.org/toolkit.html>

Create a Resume: Forest Fire Fighters

- What do they do?
- What tools do they use?
- What skills and abilities do they have?

Use O*NET information to create a resume.





http://online.onetcenter.org



O*NET OnLine

Occupation Quick Search:


Help

Find Occupations

Advanced Search

Crosswalks

O*NET Sites



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[What is O*NET?](#)

What's New?

Find "Green" occupations throughout OnLine!

[Learn More](#)

Get O*NET news by [email](#) or [RSS](#).

Occupation Search

Keyword or O*NET-SOC Code:

Help

Search



Find Occupations

Browse groups of similar occupations to explore careers. Choose from industry, field of work, science area, and more.



Advanced Search

Focus on occupations that use a specific tool or software. Explore occupations that need your skills.



Crosswalks

Connect to a wealth of O*NET data. Enter a code or title from another classification to find the related O*NET-SOC occupation.



The green economy is changing tasks, skills, and jobs across the country. Discover important information for over 100 occupations going green.

Enter Occupational Title

Find Occupations

Find occupations using keywords or O*NET-SOC codes, or by browsing Job Families, High Growth industries

Search by:

Keyword or O*NET-SOC code

Examples: 25-1011.00, dental assistant

Enter a word, phrase, or title to search for an O*NET-SOC occupation. Search results are displayed as a list of occupations ranked based on how well they matched the keywords.

What Do They Do?

Tasks

- Maintain contact with fire dispatchers at all times to notify them of the need for additional firefighters and supplies, or to detail any difficulties encountered.
- Rescue fire victims, and administer emergency medical aid.
- Collaborate with other firefighters as a member of a firefighting crew.
- Patrol burned areas after fires to locate and eliminate hot spots that may restart fires.
- Extinguish flames and embers to suppress fires, using shovels, or engine- or hand-driven water or chemical pumps.
- Fell trees, cut and clear brush, and dig trenches to create firelines, using axes, chainsaws or shovels.
- Maintain knowledge of current firefighting practices by participating in drills and by attending seminars, conventions, and conferences.
- Operate pumps connected to high-pressure hoses.
- Participate in physical training to maintain high levels of physical fitness.
- Establish water supplies, connect hoses, and direct water onto fires.

What Tools Do They Use?

Tools & Technology

Tools used in this occupation:

All terrain vehicles tracked or wheeled — All terrain vehicles ATV; Marsh rigs

Fire hoses or nozzles — Fire hose nozzles; Fire hoses; High pressure fire hoses; Synthetic fire hoses

Fire pump sets — Backpack pumps; Foam pumps; Power pumps

Fire suppression hand tools — Fire axes; McLeod tools; Pulaski tools; Single-bit axes

Lighters — Backfiring fusees; Drip torches

Technology used in this occupation:

Data base user interface and query software — Fire incident reporting systems; Microsoft Access

Internet browser software — Web browser software

Office suite software — Microsoft Office

Spreadsheet software — Microsoft Excel

Word processing software — Corel WordPerfect; Microsoft Word

What Skills Do They Have?

Skills

Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.

Equipment Maintenance — Performing routine maintenance on equipment and determining when and what kind of maintenance is needed.

Judgment and Decision Making — Considering the relative costs and benefits of potential actions to choose the most appropriate one.

Service Orientation — Actively looking for ways to help people.

Equipment Selection — Determining the kind of tools and equipment needed to do a job.

Coordination — Adjusting actions in relation to others' actions.

Instructing — Teaching others how to do something.

Operation Monitoring — Watching gauges, dials, or other indicators to make sure a machine is working properly.

Complex Problem Solving — Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.

Operation and Control — Controlling operations of equipment or systems.

What Abilities Do They Use?

Abilities

Problem Sensitivity — The ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.

Oral Comprehension — The ability to listen to and understand information and ideas presented through spoken words and sentences.

Oral Expression — The ability to communicate information and ideas in speaking so others will understand.

Speech Clarity — The ability to speak clearly so others can understand you.

Deductive Reasoning — The ability to apply general rules to specific problems to produce answers that make sense.

Inductive Reasoning — The ability to combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events).

Speech Recognition — The ability to identify and understand the speech of another person.

Selective Attention — The ability to concentrate on a task over a period of time without being distracted.

Speed of Limb Movement — The ability to quickly move the arms and legs.

Stamina — The ability to exert yourself physically over long periods of time without getting winded or out of breath.

Expand Search – Go to Details Report

Summary Report for:

49-2092.00 - Electric Motor, Power Tool, and Related Repairers

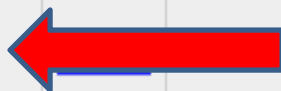
Repair, maintain, or install electric motors, wiring, or switches.

Sample of reported Job titles: Repair Technician, Maintenance Technician, Mechanic, Electric Motor Winder, Tool Repair Technician, Power Tool Repairer, Electro Mechanic, Motor Mechanic

View report:

Summary

Details



[Tasks](#) | [Knowledge](#) | [Skills](#) | [Abilities](#) | [Work Activities](#) | [Work Context](#) | [Job Zone](#) | [Interests](#) | [Work Styles](#) | [Work Values](#) | [Related Occupations](#) | [Wages & Employment](#)


69% and Higher = Important

Importance	Skill
85	Repairing — Repairing machines or systems using the needed tools.
84	Troubleshooting — Determining causes of operating errors and deciding what to do about it.
82	Equipment Selection — Determining the kind of tools and equipment needed to do a job.
81	Equipment Maintenance — Performing routine maintenance on equipment and determining when and what kind
80	Installation — Installing equipment, machines, wiring, or programs to meet specifications.
72	Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, c
68	Reading Comprehension — Understanding written sentences and paragraphs in work related documents.
68	Time Management — Managing one's own time and the time of others.
67	Active Learning — Un
67	Active Listening — Giv interrupting at inappropri
65	Operation Monitoring
64	Complex Problem Sol
62	Mathematics — Using
58	Coordination — Adjusting actions in relation to others' actions.

"Very Important" includes skills rated 69 or above on the standardized scale (3.75 or above on the original importance scale). 6 skills meet criteria



Take Skills to Skills Search



Build your future with O*NET OnLine.

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[What is O*NET?](#)

What's New?

Find "Green" occupations throughout OnLine!

[Learn More](#)

Get O*NET news by [email](#) or [RSS](#).

Occupation Search

Keyword or O*NET-SOC Code:

[Help](#) [Search](#)

Find Occupations

Browse groups of similar occupations to explore careers. Choose from industry, field of work, science area, and more.

Career Cluster

Advanced Search

Focus on occupations that use a specific tool or software. Explore occupations that need your skills.

Skills Search

Crosswalks

Connect to a wealth of O*NET data. Enter a code or title from another classification to find the related O*NET-SOC occupation.

Apprenticeship

green occupations

The green economy is changing tasks, skills, and jobs across the country. Discover important information for over 100 occupations going green.

[Learn More](#) [Search](#)

Use “Important” Skills

Technical Skills

Developed capacities used to design, set-up, operate, and correct malfunctions involving application of machines or technology.

- Equipment Maintenance** — Performing routine maintenance on equipment and determining when and what kind of maintenance is needed.
- Equipment Selection** — Determining the kind of tools and equipment needed to do a job.
- Installation** — Installing equipment, machines, wiring, or programs to meet specifications.
- Operation and Control** — Controlling operations of equipment or systems.
- Operation Monitoring** — Watching gauges, dials, or other indicators to make sure a machine is working properly.
- Operations Analysis** — Analyzing the results of a process.
- Programming** — Writing computer programs.
- Quality Control Analysis** — Conducting quality control analysis.
- Repairing** — Repairing machines or equipment.
- Technology Design** — Generating designs for technology.
- Troubleshooting** — Determining causes of problems.

Basic Skills

Developed capacities that facilitate learning or the more rapid acquisition of knowledge.

- Active Learning** — Understanding the implications of new information for both current and future problem-solving and decision-making.
- Active Listening** — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions, and clarifying points that are not clear.
- Critical Thinking** — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.
- Learning Strategies** — Selecting and using training/instructional methods and procedures appropriate for the situation.
- Mathematics** — Using mathematics to solve problems.
- Monitoring** — Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or to eliminate problems.
- Reading Comprehension** — Understanding written sentences and paragraphs in work related documents.
- Science** — Using scientific rules and methods to solve problems.
- Speaking** — Talking to others to convey information effectively.
- Writing** — Communicating effectively in writing as appropriate for the needs of the audience.

Matches – 68 Matches (Options)

Skills Matched	Job Zone	Code	Occupation
6 ██████████	<u>1</u>	47-5011.00	Derrick Operators, Oil and Gas
6 ██████████	<u>2</u>	47-2011.00	Boilermakers
6 ██████████	<u>2</u>	47-5012.00	Rotary Drill Operators, Oil and Gas
6 ██████████	<u>2</u>	49-9098.00	Helpers--Installation, Maintenance, and Repair Workers <small>InDemand</small>
6 ██████████	<u>2</u>	53-7072.00	Pump Operators, Except Wellhead Pumpers
6 ██████████	<u>3</u>	49-2021.00	Radio Mechanics
6 ██████████	<u>3</u>	49-2091.00	Avionics Technicians
6 ██████████	<u>3</u>	49-2092.00	Electric Motor, Power Tool, and Related Repairers
6 ██████████	<u>3</u>	49-2095.00	Electrical and Electronics Repairers, Powerhouse, Substation, and Relay
6 ██████████	<u>3</u>	49-3023.01	Automotive Mas
6 ██████████	<u>3</u>	49-3023.02	Automotive Spe
6 ██████████	<u>3</u>	49-3051.00	Motorboat Mecl
6 ██████████	<u>3</u>	49-9021.02	Refrigeration M
6 ██████████	<u>3</u>	49-9041.00	Industrial Mach
6 ██████████	<u>3</u>	49-9062.00	Medical Equipm
6 ██████████	<u>3</u>	49-9092.00	Commercial Div

Selected skills are compared to skill ratings for each occupation. If a selected skill is rated "Very Important" for a particular occupation, it is considered a match.

Lower Skill Job

Summary Report for:

53-6021.00 - Parking Lot Attendants

Park automobiles or issue tickets for customers in a parking lot or garage. May collect fee.

Sample of reported job titles: Valet Attendant, Parking Attendant, Parking Lot Attendant, Parking Cashier, Bellman, Front Service

View report:

Summary

Details



[Tasks](#) | [Knowledge](#) | [Skills](#) | [Abilities](#) | [Work Activities](#) | [Work Context](#) | [Job Zone](#) | [Interests](#) | [Work Styles](#) | [Work Values](#) | [Related Occupations](#) | [Wages &](#)

Tasks

Two “Important” Skills

Skills

Save Table [\(XLS/CSV\)](#)

Importance	Skill
80	Service Orientation — Actively looking for ways to help people.
71	Speaking — Talking to others to convey information effectively.
67	Social Perceptiveness — Being aware of others' reactions and understanding why they react as they do.
64	Time Management — Managing one's own time and the time of others.
62	Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions.
61	Coordination — Adjusting actions in relation to others' actions.
60	Instructing — Teaching others how to do something.

Skill Search - 149 Matches

Skills Matched	Job Zone	Code	Occupation
2 	1	35-3031.00	Waiters and Waitresses InDemand
2 	1	35-3041.00	Food Servers, Nonrestaurant InDemand
2 	1	39-3093.00	Locker Room, Coatroom, and Dressing Room Attendants InDemand
2 	1	39-6011.00	Baggage Porters and Bellhops InDemand
2 	1	53-6021.00	Parking Lot Attendants
2 	2	27-1023.00	Floral Designers
2 	2	29-2052.00	Pharmacy Technicians InDemand
2 	2	31-1013.00	Psychiatric Aides
2 	2	31-9095.00	Pharmacy Aides
2 	2	35-3011.00	Bartenders InDemand
2 	2	37-2021.00	Pest Control Workers

Other Ways to Search

- Tools and Technology
- O*NET Descriptor



Tools and Technology

Build your future with O*NET OnLine.

Tools & Technology Search

Use machines, equipment, tools, or software to find In-Demand occupations. O*NET OnLine has detailed descriptions of the work for use by job seekers, career development and HR professionals, researchers, and more!

Enter a specific tool or technology:

Examples: drill, Microsoft Excel

[What is O*NET?](#)

What's New?

Locate occupations using military codes, with the updated MOC crosswalk.

[Learn More](#)

Get O*NET news by [email](#) or [RSS](#).

Occupation Search

Keyword or O*NET-SOC Code:

[Help](#) [Search](#)

Find Occupations

Browse groups of similar occupations to explore careers. Choose from industry, field of work, science area, and more.

Advanced Search

Focus on occupations that use a specific tool or software. Explore occupations that need your skills.

Crosswalks

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green occupations

The green economy is changing tasks, skills, and jobs across the country. Discover important information for over 100 occupations going green.

[Learn More](#) [Search](#)

Results

Categories matching "mapping software"

Map creation software

Examples: Aerotriangulation adjustment software; Arc software; Boundary survey software; CARIS software;

53-3011.00 [Ambulance Drivers and Attendants, Except Emergency Medical Technicians](#) InDemand

13-2021.02 [Appraisers, Real Estate](#) InDemand

17-3011.01 [Architectural Drafters](#) InDemand

13-2021.01 [Assessors](#) InDemand

19-4021.00 [Biological Technicians](#) InDemand

63-3022.00 [Bus Drivers, School](#) InDemand

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Web Page Creation and Editing Software

Tools & Technology Search

Use machines, equipment, tools, or software to find

Enter a specific tool or technology:

Web page creation and editing software

Examples: drill, Microsoft Excel

Categories matching "Web page creation and editing software"

Web page creation and editing software

Examples: IMPACT software; MediaVue software; Microsoft Front Page; Pulse Train Bellview Web;

11-2011.00 [Advertising and Promotions Managers](#) InDemand

17-1021.00 [Cartographers and Photogrammetrists](#) InDemand

11-3021.00 [Computer and Information Systems Managers](#) InDemand

47-2031.01 [Construction Carpenters](#) InDemand

11-9021.00 [Construction Managers](#) InDemand

43-9031.00 [Desktop Publishers](#)



[Show all 12 occupations](#)

O*NET Descriptor Search

O*NET Descriptor

Skills

O*NET Descriptors are categories of occupational information for occupations. Each descriptor contains more specific information.

- 
- 
- Knowledge**
 - Skills**
 - Abilities**
 - Work**
 - Activities**
 - Interests**
 - Work**
 - Values**



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[Click here for information about the O*NET Ability Profiler Tool!](#)

ANNOUNCEMENTS

Welcome to O*NET Academy! The site has undergone revision, please take a look around and familiarize yourself with the new look.

Please feel free to go through the catalogue of archived webinars found under the "Webinar Recordings" tab. Also, we have uploaded some new Podcasts for your listening enjoyment.

LATEST PODCAST

PODCAST ARCHIVE



ist Young People with Disabilities Find Employment (06: 00:00

Speaker:

JR Mooney
Mid-Valley Special Education Cooperative, St. Charles, IL.

Description:

Vocational Specialist JR Mooney discusses how he and his team use O*NET to help young people with disabilities find employment.

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May 2009	Using O*NET for Transferability of Skills: Recording
April 2009	Using O*NET to Connect the Unemployed to High Growth and In-Demand Occupations : Recording
February 2009	Transferability of Skills : Recording
February 2009	Using O*NET as a Competitive Advantage in your Job Search: Recording
August 2008	Tomorrow's Jobs Today Recording
August 2008	O*NET's New and Emerging Occupations: Recording
June 2008	Examining Linkages Between Education, Occupations, and Pay
May 2008	Keeping Pace with O*NET's In- Demand, Fastest Growing, Highest Paying Occupations : Recording
May 2008	O*NET Tools for the Older Worker in Transition : Recording
March 2008	Tools for the Job Seeker : Recording
March 2008	Whole Person Assessment Using the O*NET Career Exploration Tools : Recording
February 2008	Tools for School Counselors, Counselor Educators, and Other Career Development Professionals : Recording

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Details and publication schedule for our data collection effort.

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The workplace is going green. The green economy is changing tasks, skills, and jobs across the country.

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Questions for O*NET?



Contact Us

We would like to hear from you!

Technical support and customer service for users of O*NET are provided by the staff at the **National Center for O*NET Development**. The Center's staff consists of individuals with acknowledged expertise in the areas of occupational analysis and assessment research and development.

Please send your requests for technical support and any other customer service inquiries to **Customer Service** (onet@ncmail.net).

Questions about the structure and uses of O*NET, information in the database, incorporating O*NET within your system, O*NET products and materials, etc., are welcome. For your convenience, we have listed some [Frequently Asked Questions](#) (FAQs) that you can access for answers to the most common questions we receive.

onet@ncmail.net



QUESTIONS?

Contact Us!

- **Contact CareerOneStop**
 - 1-877-348-0502 (TTY: 1-877-348-0501)
 - E-mail: info@CareerOneStop.org
- **Contact O*NET Online**
O*NET@ncmail.net
- **US2-JOBS Toll-Free Help Line**
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mySkills, myFuture: A New Tool for Job Seekers

Webinar, September 29