

Job Search &

Career Change Resources

Whether you're looking for a job, seeking freelance work, starting a business, or pursuing a new career, your library is here for you. Check out these resources:

Career Center

A section of the library devoted to books about careers and writing resumes and cover letters. The Career Center is located near the public computers on the main floor. Go to nashualibrary.org and click Catalog to search for and reserve books.

Public computers

Search online for job listings, send email, type a cover letter, create a resume from a template. Microsoft Office applications are available on the computers on the main floor. Printing is available for a nominal fee. Free wireless is also available

Free computer classes

Our reference librarians teach free workshops covering online job searching; computer basics; web design; Microsoft Word, Excel, PowerPoint, Access, and more. Read descriptions of the classes at www.nashualibrary.org/computerclasses.htm. Registration is required. Call 589-4611.

iBrowse online resources

Websites and databases selected by our librarians. Topics include company information, careers, job listings, resumes and cover letters, salary guides, and unemployment benefits. www.tinyurl.com/ibrowsejobs.

LearningExpress Library

Online courses and practice exercises on choosing a career, job hunting, interviewing, networking, business writing, and more. Practice tests for civil service, nursing, CDL, military, and other exams. www.tinyurl.com/ibrowsejobs.

JobNow!

Connect online with a job-hunting coach who will help you develop your resume and practice for interviews. Job Now! also offers Internet resources for job seekers, including personality and career assessments.

Fax machine

No charge for faxing resumes and cover letters to local and toll-free numbers (maximum 2/day). Ask for help at the reference desk.

Reference Desk

Stop by the reference desk to get expert advice on using library resources.

It's free!

These services are free, but a Nashua Public Library card is required to check out materials and to use iBrowse databases, LearningExpress Library, and Job Now! when outside the library.

A library card is free to anyone who lives, works, owns property, attends school, or is retired from employment in Nashua. Spouses and children of Nashua employees (or retired employees) and property owners are also eligible for free cards.

Make the call

Need to make a phone call? Cellphones are allowed in the library, but please set them to vibrate and keep calls short and quiet. Cellphone use is not allowed at computers and in the quiet study areas. A pay phone is located in the front foyer.



Job hunting is a full-time job . . . *and we're open full time to help you out.*

Library hours:

Monday–Thursday: 9 am–9 pm

Friday–Saturday: 9 am–5:30 pm

Sunday: 1 pm–5 pm

(closed Sundays in the summer;
check our website for details)

Contact us:

Voice:

(603) 589-4611

Email:

reference@nashualibrary.org

Chat:

www.nashualibrary.org/askUsForm.htm

Facebook:

www.facebook.com/nashuapubliclibrary

Twitter:

[nashualibrarynh](https://twitter.com/nashualibrarynh)

Job Hunting Resources



**@ Nashua
Public Library**

2 Court Street
Nashua, NH 03060
603-589-4600
www.nashualibrary.org