



Suggested reading for

# Workforce Development

## Books on Jobs

- 650.14 AUJLA **Aujla, Dev**  
*50 Ways to Get a Job: an unconventional guide to finding work on your terms*
- 650.14 BOLLE **Bolles, Richard N.**  
*The Job-hunter's Survival Guide: how to find hope and rewarding work, even when "there are no jobs"*
- 650.14 FRENC **French, Rupert**  
*How to Get a Good Job After 50: a step-by-step guide to job search success*
- 650.14 SNYDE **Snyder, Kirk**  
*Finding Work You Love: 3 steps to getting your perfect job after college*
- 650.142 BERNS **Bernstein, Brenda**  
*How to Write a Stellar Executive Resume: 50 tips to reaching your job target*
- 650.142 NADLE **Nadler, Burton Jay**  
*The Everything Cover Letter Book: winning cover letters for everybody from student to executive*
- 650.142 ONLY **Walsh, Richard**  
*The Only Resume and Cover Letter Book You'll Ever Need: 400 resumes for all industries and positions: 400 cover letters for every situation*
- 650.142 5TH ED. 2011 QUICK **Farr, Michael J.**  
*The Quick Resume & Cover Letter Book: write and use an effective resume in only one day*
- 650.144 4TH ED. 2016 FRY **Fry, Ronald W.**  
*101 Smart Questions to Ask on Your Interview*
- 650.144 REED **Reed, James**  
*101 Job Interview Questions You'll Never Fear Again*

## Books on Personality Types

- 155.264 TIEGE **Tieger, Paul D.**  
*Do What You Are: discover the perfect career for you through the secrets of personality type*
- 158.7 PURPO **Hansen, Morten**  
*Purpose, Meaning, and Passion*
- 650.1 DUNNI **Dunning, Donna**  
*10 Career Essentials: excel at your career by using your personality type*
- 650.14 ALBOH **Alboher, Marci**  
*The Encore Career Handbook: how to make a living and a difference in the second half of life*
- 650.14 BOLLE 2020 **Bolles, Richard Nelson**  
*What Color is Your Parachute? 2020: a practical manual for job-hunters and career-changers*
- 650.14 CAVOU **Cavoulacos, Alexandra**  
*The New Rules of Work: the muse playbook for navigating the modern workplace*
- 650.14 GUILL **Guillebeau, Chris**  
*Born for This: how to find the work you were meant to do*
- 650.14 JANSE **Jansen, Julie**  
*I Don't Know What I Want, But I Know It's Not This: a step-by-step guide to finding gratifying work*
- 650.14 VENTR **Ventrone, Jillian**  
*From Boots to Business: transitioning from the service to a career in business*
- 658.4092 SINEK **Sinek, Simon**  
*Find Your Why: a practical guide to discovering purpose for you or your team*