

Find a Job

E-Books

- The [Library's e-book](#) collection contains sample exams to use on your computer or other electronic devices.
- The [Safari Tech Books](#) collection contains e-books for technical certification exams.

Online Test Prep

[LearningExpress Library](#) Take sample tests for jobs, including many civil service positions. Tests are scored immediately. Also offers online courses for resume and cover letter writing as well as interview help.

Library Databases

[General OneFile](#) A one-stop source for news and magazine articles on a wide range of business topics. Millions of full-text articles, updated daily.

[AtoZDatabases](#) Information on businesses and people. Search by geography, industry, size or executive.

Employment Centers

[Las Positas Employment Center](#) Job and career resources, computers, fax, career planning, testing – open to the community

Las Positas College, Building 900

Phone: (925) 424-1423

[Tri-Valley One Stop Career Center](#) Computers, telephones, fax machines, workshops, career advising, job listings and more.

5020 Franklin Drive, Pleasanton

Phone: (925) 485-5262

Monday, Tuesday, Thursday: 9:00 a.m.–5:00 p.m.

Wednesday 12:00 Noon–7:00 p.m.

Friday 9:00 a.m.–1:00 p.m.

Internet Resources

[Alameda County Library Job Search Resources](#)

[Craig's List Jobs](#)

[Federal Jobs Network](#)

[Las Positas Employment Links](#)

[TriValleyJobs.com/](#)

In the Library

Print materials are located in the Library's special **Career** and **Test Books** collections. The collections contains:

- Information on careers
- Samples of resumes and cover letters
- Interviewing advise
- Study books with sample exams for standardized career and academic tests are located in both the Adult and Young Adult **Test Books** collections. These collections are shelved alphabetically by test name.

Note: The Library does not have study materials for jobs with specific cities, counties or states. To obtain study materials for these tests you must contact the government agency responsible for preparing the test.

Magazines and Newspapers

The Library carries area newspapers with business information and classified ads.

- *San Francisco Business Times*
- *San Francisco Chronicle*
- *San Jose Mercury News*
- *Silicon Valley/San Jose business journal*
- *Tri-Valley Herald*
- *Valley Times*