

# Career Opportunities

## Web Benefits Job Hunters

(NAPSA)—When it comes to finding a great career, a growing number of people now use the Internet to get the job done.

From learning about individual companies to researching entire business fields, using the Web can help people find a job fast, and often without a lot of work.

For example, The American Society for Training and Development (ASTD) offers an online job bank with a variety of features that can guide job hunters towards a great job.

The ASTD Job Bank posts many jobs per month from a variety of companies. Users simply log on, search the data base and download information about jobs that interest them.

Job hunters can use site features such as the resume bank for posting resumes online or e-mail notification regarding specific job fields to further simplify their search.

In addition, ASTD's online Career Center provides counseling to job hunters in the training and development field from seasoned professionals on subjects ranging from how to get a job to what type of training a particular job might require. Career Coach Annabelle Reitman posts advice and answers questions in a monthly column. Job seekers can also find career self-assessments and a Salary Survey.

Job hunters, however, aren't



**The Internet can be a valuable resource for both job hunters and employers.**

the only ones who have benefited from the service—it has worked for employers as well.

The ASTD Job Bank includes a streamlined process for posting jobs, including the ability to add a company profile to advertised positions.

Employers can take advantage of job bank services such as automatic notification when a job posting is about to expire, to make finding skilled employees a virtual breeze.

For those who prefer to take their job hunt to the streets, ASTD offers a career fair at its annual International Conference and Exposition, complete with job coaching, resume critiquing and presentations.

For more information, visit [www.astd.org](http://www.astd.org).