

Port Hope Public Library offers these job search resources

Books on:

- ◆ Job search skills
- ◆ Resumes
- ◆ Writing cover letters
- ◆ Interview skills
- ◆ Marketing yourself
- ◆ Starting your own business
- ◆ Home-based businesses
- ◆ Personal development
- ◆ Career advice
- ◆ Financial and investment advice
- ◆ GED tests

Tools:

- ◆ High-speed wireless Internet access for job searches, emailing resumes, finding course information
- ◆ Access to Microsoft Office stations for resume and cover letter preparation
- ◆ Printing and photocopying services available for \$0.25/page
- ◆ Course calendars for Durham College, Fleming College, Loyalist College and Trent University
- ◆ Local and national telephone books
- ◆ Local and national newspapers

**All you need to have full access to these services and more
is a Port Hope Public Library card.**

Getting a Library card is easy—and free!

To get a card:

- ◆ Please visit the Circulation Desk of the Mary J. Benson Branch.
- ◆ Show valid identification that has your name and current address, such as a driver's licence, utility bill or bank statement.
- ◆ If you don't live in the Port Hope area, please let us know that you have been employed at Collins & Aikman so that we may give you a card for free.

Port Hope Public Library

Mary J. Benson Branch

31 Queen Street, Port Hope, ON L1A 2Y8

905.885.4712

library@porthope.ca

Branch Hours

Monday to Thursday 10 a.m. to 8 p.m.

Friday 10 a.m. to 6 p.m.

Saturday 10 a.m. to 2 p.m.

(during June, July and August)



Open a **BOOK** → Open a **BUSINESS**
@Port Hope Public Library



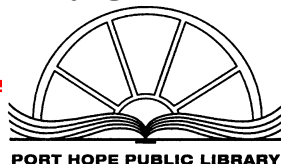


Open a **BOOK** → Open a **BUSINESS**
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A Port Hope Public Library card is *free* to local business people and gives you access to these resources and more:

- ◆ *Wireless high-speed Internet connection*
- ◆ *8 Internet stations*
- ◆ *2 Microsoft Office stations*
- ◆ *Local and national telephone books and other reference material*
- ◆ *Local and national newspapers and magazines, including **The Toronto Star, The Globe and Mail, The Port Hope Evening Guide, Report on Business, Financial Post, MacLean's, Time and Newsweek***
- ◆ *Knowledge Ontario and Ebscohost, searchable databases with thousands of articles, magazines and journals*
- ◆ *Titles in public libraries and universities across Ontario through the interlibrary loan system*
- ◆ *Meeting Room available for booking, equipped with a large-screen TV that can be used as a computer monitor, LCD projector and DVD/VCR player*
- ◆ *Municipality of Port Hope Council Agendas and Minutes, and other Municipal notices and studies*
- ◆ *Local history collection, including architectural notes about many local buildings*
- ◆ *An updated business collection, featuring over 140 new titles, including books, CDs, and DVDs*

For further information please contact
the **Port Hope Public Library** at
31 Queen Street, Port Hope, ON L1A 2Y8
905.885.4712
library@porthope.ca



PORT HOPE PUBLIC LIBRARY