

PURPOSE OF THE GUIDE


The purpose of this guide is to assist jobseekers with disabilities learn how to best navigate O*NET OnLine. O*NET OnLine is a free, accessible online database, sponsored by the U.S. Department of Labor (www.onetonline.org), to assist individuals with career exploration and job analysis.



*O*NET OnLine is sponsored by the U.S. Department of Labor, Employment and Training Administration (USDOL/ETA), and developed by the National Center for O*NET Development.*

CONTACT US

 info@drcvi.org

 (340) 772.1200
(340) 776.4303

 **63 Cane Carlton
Frederiksted, VI 00840**
**9003 Havensight Mall
Suite 313
St. Thomas, VI 00802**



The Disability Rights Center of the Virgin Islands

GUIDE TO O*NET OnLine

WWW.ONETOnLine.ORG

O*NET OnLine

Help Find Occupations Advanced Searches O*NET Data



O*NET OnLine features

Introduction

Occupation Keyword Search

Assistant

JOB LISTINGS

O*NET OnLine has over 1,000 job summaries in its database, for a variety of occupations. The listings are easy to understand and printable. The listings include information about wages, job qualifications, and required duties of a job. The V.I. Department of Labor and Vocational Rehabilitation use similar job summaries.

TIPS FOR JOBSEEKERS WITH A DISABILITY

- Explore your interests through “My Next Move” to learn more about your potential in specific occupations and your limitations.
- The Job Summaries are so thorough that they can assist with a reasonable accommodation, if needed to perform the essential functions of the job.
- Job Zone provides projections of how long it will take you to transition into the career you want. This is particularly useful to jobseekers that may need to switch careers due to a recent disability.
- Related Occupations is useful for job searches that result in a job summary that is not the right fit. Related occupations provide jobs that are related and may be a better option for you and your disability.
- Bright Outlook displays what careers are growing. If you are looking for vocational training, most workforce programs want to fund “bright outlook” jobs because they know the jobs are not going away any time soon.
- The Wage section of O*NET OnLine displays the average pay of a job.

MY NEXT MOVE

O*NET OnLine operates another website, “My Next Move”(www.mynextmove.org) to help jobseekers find an occupation that aligns with their interests. No login is required. The user answers questions about job activities and individual preferences. Based on the results of the user’s responses, O*NET will generate an “interest profile.”

There is a specialized section on MyNextMove.org for Military personnel, with its own portal that includes military and civilian job opportunities.

