



The Book of U.S. Government Jobs: Where They Are, What's Available, and How to Get One (Book of Us Government Jobs, 7th ed)

Dennis V. Damp

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This all new 7th edition offers job seekers all of the tools necessary for landing a high paying job with Uncle Sam, this country's largest employer. Discover where the jobs are, what jobs are available, and most importantly how to find them. This revised edition includes over 1,000 resources for exploring careers and locating job vacancies nationwide and overseas. Uncle Sam employs over 2,850,000 civilian workers and 56,000 students. The average salary exceeds \$46,000 and over 300,000 job vacancies are filled annually at thousands of locations and in hundreds of occupations-entry level to professional. Few employers can match the wide range of career opportunities that government offers. Today, simplified application forms and resumes are accepted by agencies and most agencies advertise jobs on the Internet, fax back services, or take your application by phone. This ALL NEW 7th edition shows Job seekers how to successfully land the job they want in government. **KEY FEATURES** * Identify job openings. Complete procedures for all jobs. Lists personnel office contact phone numbers and Internet web sites for job vacancies. Over 1,000 job finding resources included. * Lists all 900 job titles and classifications with step-by-step application procedures. * Describes special hiring programs for veterans, student employment, and for people with disabilities. * Provides detailed information for each federal agency with contact information and Web site address. * Helps readers prepare and practice for the job interview. Sample interview questions provided with helpful hints. * Covers stateside and overseas jobs, entry level to professional. * Presents sample tests for the clerical and administrative fields.

The ALL NEW 7th Edition explores all aspects of civilian employment including: entry level jobs, professionals, student hiring, part time jobs, overseas opportunities, outstanding scholars, sample tests, veteran hiring program, disabled hiring, new resume formats, interviewing skills, job search checklist, agency contacts, over 1,000 job resources, postal jobs & exams, key web site listing, personnel offices and qualification standards.

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