First & Last Name

123 Living Way, City, State, Zip 555-555-5555 | youremail@site.com Citizenship: United State of A--Availability, e.g. Full-T--

Active Federal Status: e.g. GS11 (Input.)
Veterans Preference: e.g. Military Son

HEADLINE; This de-

re applying. I recommend using a receive an example: "Concept-to-execution or Georgia's post-secondary environment leading in identifying and cultivating strategic partnerships, consider a satisfaction of Agriculture, Family and Consumer ashuly secured \$1.4M in external funding, generating \$150K in indirect costs uses just under your headline; align it either left or center (same as headline)

snapshot affect. I recommend no more than 9 skills listed. A Bolded Header for this section.

- st. Management End-to-End Strategic Planning International Partnerships Grantsmanship and Development Business Development Training and Technical Assim

WORK EXPERIENCE

Job Title Company Name Company Complete * Salary: \$100.5 Sum

o benefit Georgia's rural communities. Applied and secured competitive of sold grant to develop training curriculum for returning veterans to transition into an antition strengthen food and nutrition programming opportunities for secondary students in an \$336k to strengthen farming operations for persistent poverty farmers in rural Georgia.

maintaining the university's programs and majors after threats of funding being out. LEVERAGED COMMUNITY PARTNERSHIPS and land grant status with the Georgia National Fair, securing > 1,000 square feet of space to advertise to > 500,000 visitors annually. Monitored the increase in student admissions directly following the initiative, resulting in immediate and improved performance - a 20% increase in enrollment for Fall 2020."

After you've written 4 - 6 mini paragraphs, you can choose to include 2 bullet Accomplishments within each job section)

Accomplishments:

 Secured \$750K in USDA Agricultural Vets competitive grant and an agricultural partnership aiding in Veteran transitions to civilian workforce in September 2020. Initiative secured amidst the Covid-19 pandemic.

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Federal Personnel Guide, 2005 Edition Sandra M. Harris, 2005 The FEDERAL PERSONNEL GUIDE is the Oemployee handbookO for the Federal Government For 27 years it has helped civilian Federal and postal employees cope with the maze of regulations that affect their careers and retirement The GUIDE provides plain English explanations and includes directories of agencies and key personnel If you work for Uncle Sam the GUIDE is a career essential Employment Workshop: Transition from Military to Civilian Workforce (Participant Guide) - January 2017 Edition U.S. Department of Labor, 2019-04-02 The principles of getting a job are fairly simple 1 You will need to think like employers and understand the factors that make them and their organizations successful You will practice doing that in this section 2 You will need to identify the skills you can offer that will contribute to the success of both the business you are targeting and the individual hiring decision makers who determine if it makes sense to offer you a job You will have an opportunity to do this in Section 2 of this Guide 3 You will need to discover research and connect with employment opportunities that are a good match for your skills and interests Sections 3 and 4 will help you accomplish these tasks 4 You will need to develop and deliver self marketing messages that enable civilian hiring decision makers to recognize that they and their organizations will be more successful if they hire you You will have opportunities to develop these messages in Sections 5 and 6 Personnel Guide, 2008 The Almanac of American Employers: The Only Guide to America's Hottest, Fastest-Growing Major Corporations Jack W. Plunkett, 2008-10 Market research guide to American employers Includes hard to find information such as benefit plans stock plans salaries hiring and recruiting plans training and corporate culture growth plans Several indexes and tables as well as a job market trends analysis and 7 Keys For Research for job openings This massive reference book features our proprietary profiles of the 500 best largest and fastest growing corporate employers in America includes addresses phone numbers and Internet addresses Nursing Career Advancement: Your Ultimate Guide to Success and Resume Writing Esohe Grace, MSN, RN-BC, CCM, 2025-02-04 Nursing Career Advancement Your Ultimate Guide to Success and Resume Writing Elevate your nursing career with this all in one guide to growth and success Nursing Career Advancement provides actionable strategies to explore diverse roles earn certifications pursue advanced degrees and build leadership skills With expert advice on crafting a standout r sum and real world tips for career development this book is your ultimate resource for thriving in the nursing profession Whether you re a recent graduate or a seasoned professional take charge of your career and achieve your goals today Top Secret Tips: How to Crush Federal Resumes joseph Quick Guide to Federal Jobs Bianca J. Gordon, 2012-05 This guide is intended to give basic mercer,2020-03-15 information to potential applicants in order to maneuver through the application process Brief definitions are included to inform the reader of terms required to understand the hiring process yet still keep the guide short enough to keep your attention A sample resume is included to give the reader a basic idea of what a Federal resume should look like in order to be

Resumes For Dummies Joyce Lain Kennedy, 2007-02-26 Is your job search stalling out after you submit a resume but before you re offered an interview With reinvented recruiting technology unmanageable millions of resumes choking employer databases and government mandates in the name of diversity a gigantic change has occurred in the recruiting world over the past several years and it demands a fresh look at how you write and market your resumes Whether you re entering the job market for the first time changing jobs or changing careers Resumes for Dummies 5th Edition will show you the ropes and rules for a new era in recruiting and job finding With 85% new content added since the previous edition this up to date guide gives you the very latest strategies on how to create and more importantly distribute your resume in today s new job search environment You ll learn Why most generic online resumes fail How to customize resumes for each job opening New quick ways to find the right jobs How to use meta search engines to your advantage Why both digital and print versions of resumes are still needed How to use resumes interactively The resume basics that still knock em dead How to create resumes for your life's changing phases What to do after you send them your resume With a wealth of sample resumes organized by industry and career field experience level and age and special circumstances along with tips on choosing professional resume help and other valuable resources Resumes for Dummies 5th Edition will help you get noticed in a universe saturated with billions of resumes and more on the way Guide to America's Federal Jobs ,2001 How to Write the Perfect Federal Job Résumé & Résumé Cover Letter Melanie Williamson, 2011 Accompanying CD ROM contains sample resumes and cover letters and several PDFs from USAJOBS gov An Innovative Approach to Career Counseling Angie C. Smith, Katherine Peterssen, 2023-04-15 Captures the changing landscape of career counseling useful well beyond the classroom Written expressly for career counselors in contemporary practice this accessible text delivers the wisdom and insight of experienced practitioners who bring the core tenets of career development counseling to life with practical applications diverse stories from the field and activities to reinforce knowledge. The authors interweave research theory and the challenges of daily practice encompassing both career and mental health considerations and demonstrate

proven strategies for working with varied populations in multiple settings All chapters include learning objectives a warm up exercise and the contributions of experts in each content area Each chapter links subject topics to counseling skills and examines the use of cutting edge technology in career counseling practice along with examples and tips Case studies demonstrating real world applications emphasize ethical dilemmas and highlight diverse approaches clients and settings Chapters also provide key terms and resources for further study and reflective questions and activities in each chapter encourage students to revisit chapter content and apply key concepts Additional resources include information on resume development interview preparation cover letters mock interview scripts and career fair preparation tools Instructors will welcome an Instructor Manual Test Banks Instructor Chapter PowerPoints and Video Podcasts with content experts Additional student resources and worksheets are also available for download Key Features Shares wisdom and real life career related experiences and strategies from practitioners working with varied settings and populations Engages students in their own professional preparation with examples of activities they can use with their future clients Explores the use of the newest technology in career counseling Emphasizes the need for mental health and wellbeing in relation to career counseling Discusses ethical dilemmas faced by career counselors in many settings and how they were successfully resolved Includes reflection activities practitioner perspectives student voices counseling skills connections mindful moments tech tools and The Book of U.S. Government Jobs Dennis V. Damp, 2008 Discusses the nature of government more in each chapter jobs civil service hiring procedures types of jobs available examinations the application form working abroad and provisions for people with disabilities Guide to America's Federal Jobs Bruce Maxwell, 2005 Indexed for easy reference this volume is a comprehensive guide to federal openings in the U S and the world It includes information for all agencies and departments pay rates and vital tips on creating a federal resume applying online interviewing for federal jobs and more

Write a Killer Federal Resume and Land Your Dream Government Job Pasquale De Marco, 2025-08-14 Write a Killer Federal Resume and Land Your Dream Government Job is the definitive guide to securing a federal job providing expert advice and practical strategies for every stage of the hiring process Whether you re a recent graduate a seasoned professional or seeking a career change this comprehensive resource empowers you with the knowledge and skills to navigate the competitive federal job market Inside you Il find Step by step instructions for crafting a compelling federal resume that showcases your skills and experience Expert guidance on tailoring your resume to specific job announcements and using keywords to optimize your application In depth analysis of the federal application process including creating a USAJOBS account searching for and applying to positions and completing online applications Tips for preparing for and acing your federal interview including common questions and strategies for success Advice on negotiating your salary and benefits maximizing your earning potential and advancing your federal career With its clear and concise language real world examples and up to date information Write a Killer Federal Resume and Land Your Dream Government Job is an essential

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Occupational Outlook Handbook, 2003 Describes 250 occupations which cover approximately 107 million jobs

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