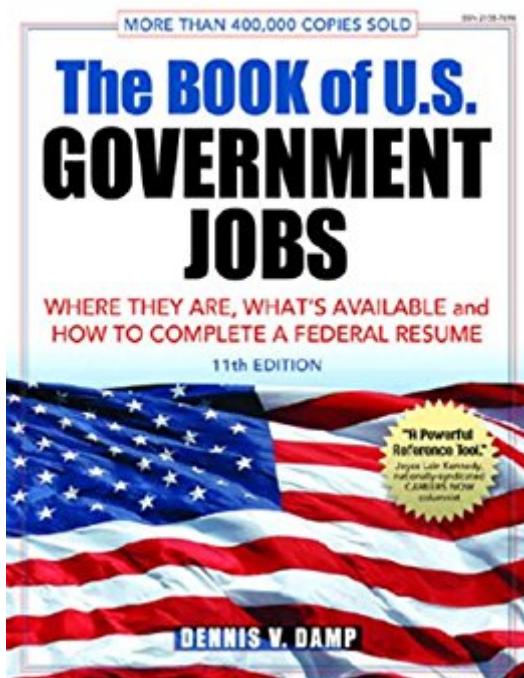


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# The Book Of U.S. Government Jobs: Where They Are, What's Available, & How To Complete A Federal Resume



## **Synopsis**

The federal sector continues to grow and expand. This new edition offers job seekers all of the tools necessary to land a high paying civil service job. The federal government is this country's largest employer with just under 3,000,000 civilian workers averaging \$81,258 a year in salary, not counting attractive benefits. Discover where the jobs are, how to apply, and most importantly where to find them. This totally revised and updated edition includes numerous resources for exploring careers and locating job vacancies nationwide and overseas. Readers will find a comprehensive federal application guide with sample resumes and the 11th edition is totally updated throughout and interspersed with the author's and editor's personal perspectives gained from a combined 100 years of government service. Jobs will be available at thousands of locations and in hundreds of occupations, entry level to professional. Few employers can match the wide range of career opportunities and job security that government offers.

## **Book Information**

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## **Customer Reviews**

I bought this book mainly for one reason: I am disabled and trying to find a job I can do at home.

This book has a small chapter FULL of information for disabled people seeking a government job. Of course, most of this book is written for the average person (non-disabled). The chapters included in this book are:

Chapter 1: Introduction to Government Employment  
Chapter 2: Hiring Reform and the Recruitment Process  
Chapter 3: What Jobs Are Available  
Chapter 4: The Interview Process  
Chapter 5: Civil Service Exams  
Chapter 6: Completing Your Employment Application  
Chapter 7: Veterans & Military Dependent Hiring  
Chapter 8: Overseas Employment Opportunities  
Chapter 9: The U.S. Postal Service  
Chapter 10: Employment for People With Disabilities  
Chapter 11: Law Enforcement and Homeland Security Careers  
Chapter 12: Employment Secrets  
Appendix A: Job Hunters' Checklist  
Appendix B: Federal Agency Contact List  
Appendix C: Federal Occupation Lists  
Appendix D: Agency Skills Index

If you are considering a job with the U. S. Government, I would highly suggest you purchase this book.

I was excited to get this book and delve into it. Unfortunately, after getting past the Table of Contents, I was disappointed. However, this book does have to good points too. Here's my take:

**Pros:** 1.) Some good nuggets of information, if you read the entire book.  
2.) The book is well made and bound.  
3.) It has an index.  
4.) The author gives LOTS of resources to help you find what you are looking for if it's not in the book already.

**Cons:** 1.) Oddly Organized (Chapter 4 is on "The Interview Process" but Chapter 6 is on "Completing Your Employment Application")

I train people in how to look for work and all other aspects of job search. This book is great! It was used but you could not tell it. It looked like new. So, very happy with seller. However, the book would be worth whatever you had to pay for people applying for government jobs. I did not know the stringent specifics that had to be met when applying for a government job. The resumes are very different in many aspects. Among them are the layout and the number of words plus spaces allowed for each part of the resume. The book had so much more information. If you ever want to apply for a government job, you have to have this book.

Great tool for applying for federal jobs, it has help me to put together a federal resume which is a big difference from private industry resumes, apply for federal jobs from various agencies I wasnt aware of, and help me to have a better understanding of the government terminology that is used in the vacancy announcements and how to prepare for interviews. It has help me to get on the eligible list as best qualified to be forwarded to a hiring official, before I got this book I was always put in a catagory as not qualified for the postions I applied for.

Aaaaaa+

I have had this book a couple of years and helped many people get a job or transfer to a higher paying position with it. Someone in HR for an agency also said the books tips are spot on and until this day it is still very much in use. Best part is the examples.

Just started navigating this book and already the wealth of helpful hints and links has been so valuable! Also book was received as expected, on time as promised and in great condition!

Overall great book and prices.

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