



Workforce Development & Continuing Education



## Federal Government Employment Workshop

The current declines in private sector hiring have stimulated interest in federal government employment. With 200,000 plus mission critical jobs, internships, and fellowships to fill, employment opportunities are numerous but also competitive. The chances of competing successfully increase if applicants understand the complex rules and requirements of the unique federal hiring process. Accordingly, this workshop intends to navigate participants through the hiring maze and provide critical information to complete each step accurately. After searching for vacancy announcements appropriate for their qualifications, participants will learn how to prepare quality, targeted federal resumes supported by clear knowledge, skills, and abilities (KSA) statements that showcase accomplishments. Application evaluation and agency follow up procedures are also addressed. Those with no prior federal civil service experience and others seeking competitive civil service positions will benefit from this workshop.

***Workbook Included!***

**Course:** **Road Map to Federal Government Employment:  
Navigating the Maze**

CRN# 26168; CRP# 086; 7.5 Hours (3 sessions)

Cost: \$60.00 + \$35.00=\$95 ;Non-MD Residents add \$50.00

**Date:** **November 17-19, 2009 (Tuesday, Wednesday, Thursday)**

**Time:** **6:30pm-9:00pm**

**Location:** **Eastern Montgomery County Regional Services Center  
3300 Briggs Chaney Road  
Silver Spring, MD 20904**

**Telephone:** **240-777-8400**

For Registration, please contact  
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<http://www.montgomerycollege.edu/wdce/registerops.html>

