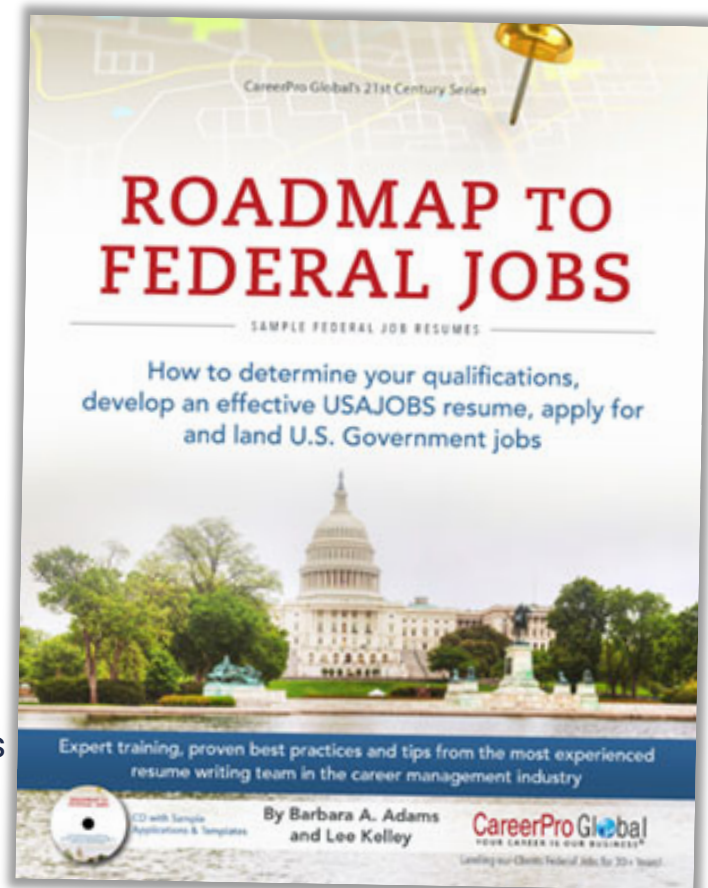## BOOK OVERVIEW

CareerPro Global's senior writing team develops thousands of interview and job winning USAJobs resumes each year, and Roadmap to Federal Jobs has been written from their insider's perspective. The eight-point process teaches readers how to find federal jobs, understand the hiring process, then develop and submit their application materials—to include resumes; Knowledge, Skills, and Abilities (KSAs); and cover letters. If you want to learn from the industry-leading team how to navigate the often complicated process of applying for and entering the federal workforce, you need this book!

Roadmap To Federal Jobs Book Outline

Introduction – Understanding The Federal Landscape

Check Point 1 — Selecting a starting point/job

Check Point 2 — Determining your qualifications for a specific job

Check Point 3 — Developing an effective federal resume

Check Point 4 — KSAs and occupational questionnaires

Check Point 5 — Applying for the job and follow up

Check Point 6 — Preparing for the Interview

Check Point 7 — Special guidance for military personnel, veterans, and spouses

Check Point 8 — The Senior Executive Service (SES)

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