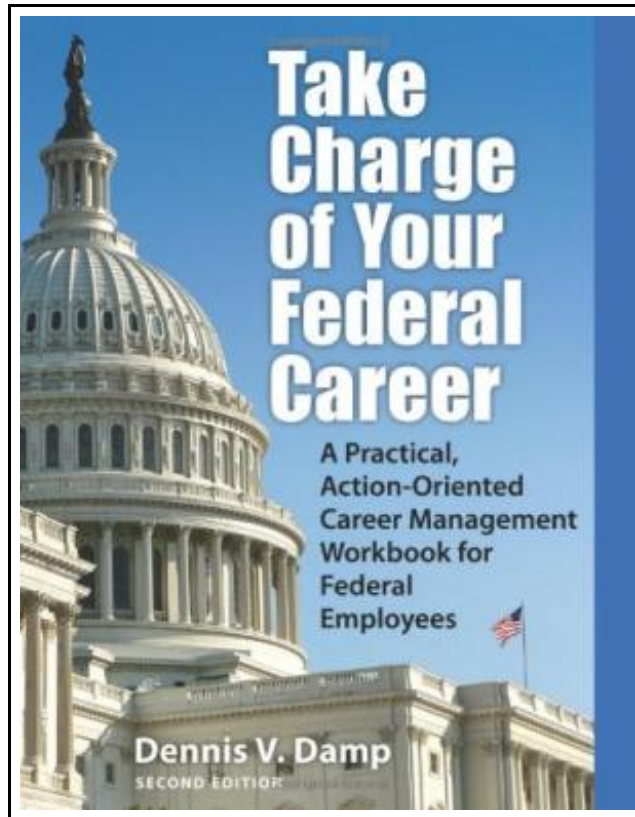


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Reviews



An exceptional publication as well as the font employed was exciting to see. it was actually writtern extremely flawlessly and helpful. Once you begin to read the book, it is extremely difficult to leave it before concluding.

(Dominic Collins)

TAKE CHARGE OF YOUR FEDERAL CAREER: A PRACTICAL, ACTION-ORIENTED CAREER MANAGEMENT WORKBOOKS FOR FEDERAL EMPLOYEES



Bookhaven Press,U.S., United States, 2010. Paperback. Book Condition: New. 2nd Revised ed.. 277 x 213 mm. Language: English . Brand New Book. Take Charge of Your Federal Career is a practical, action-oriented career management workbook for federal employees. Packed with proven tips and valuable assessment and evaluation tools. This unique workbook provides federal workers with the individualized know-how and guidance they need to identify, obtain, and successfully demonstrate the skills and experience required to qualify for new and better federal jobs. You ll learn how to prepare an Individual Development Plan (IDP) that includes self assessment, locating job opportunities and career enhancement details and assignments, setting realistic goals, networking techniques, how to complete a dynamite application, interviewing techniques, and how to stay on track. You ll discover exceptional resources to locate job vacancy announcements, agency web sites, employment applications, forms and procedures, new federal department connections, how to enhance interviewing skills, and much more. This new workbook provides abundant resources to develop your career goals and locate government jobs.

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