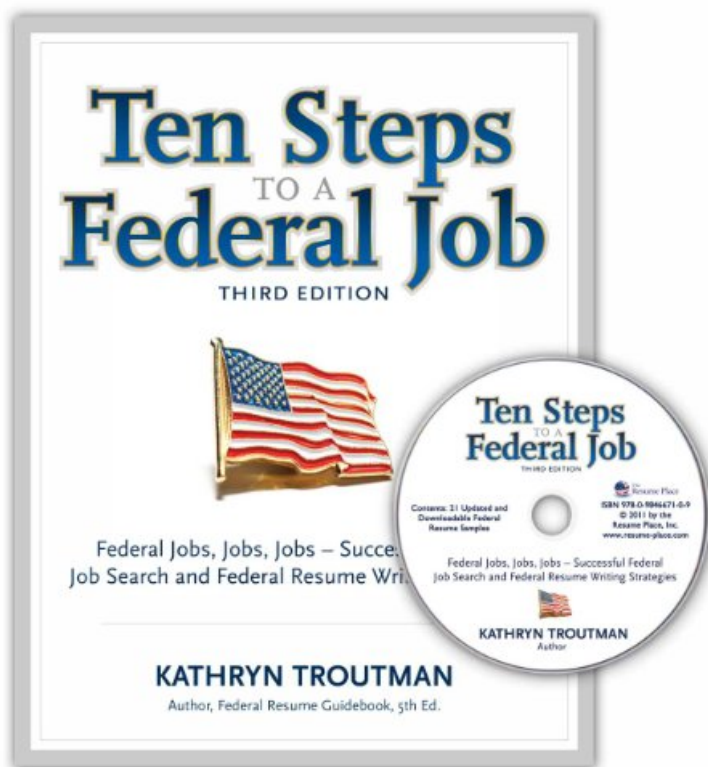


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Ten Steps to a Federal Job, 3rd Ed With CDROM (Ten Steps to a Federal Job: Federal Jobs, Jobs, Jobs)

Kathryn Troutman

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Kathryn Troutman : Ten Steps to a Federal Job, 3rd Ed With CDROM (Ten Steps to a Federal Job: Federal Jobs, Jobs, Jobs) before purchasing it in order to gauge whether or not it would be worth my time, and all praised Ten Steps to a Federal Job, 3rd Ed With CDROM (Ten Steps to a Federal Job: Federal Jobs, Jobs, Jobs):

4 of 4 people found the following review helpful. Great advice By Carol Doane Terrific advice. It's lots of work to get a federal job. I applied to over 200 positions before getting my first interview. This took 6 months, but the advice in this book got me noticed by the hiring authorities. I don't know if I would have ever gotten an interview without it. 3 of 3 people found the following review helpful. Very Helpful By Steven Part of my job is to help people write Federal Resumes. Unfortunately, nobody bothered to teach me. This book has been an invaluable resource in framing for clients why I am telling them what I am telling them. There is a tremendous amount of small information that is simply not found anywhere else. 0 of 1 people found the following review helpful. Informative! By Imm Helpful hints and good strategies provided for applying for federal jobs. The samples provided of resumes, KSAs, cover letters were also very helpful.

In Nov. of 2010, there was a big change in federal resume writing: KSAs are now to be INCLUDED inside the resume. The third edition CD-ROM gives you 21 samples of KSAs included the Federal Resume. View before and after Federal Resumes with KSAs in the Resume based on Hiring Reform recommendations. Highly informative case studies include vacancy announcements, keywords, before and after (successful) federal resumes, and salary increases for each of these case studies.

About the Author Kathryn Troutman is the founder and president of The Resume Place, Inc., a service business located in Baltimore, MD. Resume Place specializing in writing and designing professional federal and private-sector resumes, as well as coaching and education in the federal hiring process. For the past 40 years, Troutman has managed her professional writing and consulting practice, publishing, and federal career training business. With her team of 20 Certified Federal Resume Writers, The Resume Place advises and writes more than 300 federal resumes per month for military, private industry, and federal clients world-wide. Internationally recognized as the Federal Resume Guru by federal jobseekers and federal human resources specialists, Troutman created the format and name for the new federal resume that became an accepted standard after the SF 171 form was eliminated in 1995. She is the pioneering designer of the Federal Resume based on her first book, the Federal Resume Guidebook, which already is in the fourth edition.