Federal Government Job Tips

LEARN THE FACTS!

- There are many myths surrounding employment within the federal government, it is best to get the facts straight right away.

**MYTH 1:** Federal job opportunities are only available in Washington D.C.

**FACT:** Federal jobs are available everywhere! About 86 percent of jobs are not located in Washington D.C., with more than 5,000 being abroad.

**MYTH 2:** Working for the government means working for low pay.

**FACT:** Salary levels have been, and continue to be, on the rise. Most young employees increase their pay by half within two or three years. Recruitment bonuses are also used in high demand areas, such as engineering.

**MYTH 3:** Working for the government is not a fulfilling career.

**FACT:** Government employees have very significant assignments and they make a tremendous difference in our society.

**MYTH 4:** You have to major in government or political science in order to receive a job in the federal government.

**FACT:** For every major, interest, or talent there is a federal job opportunity. There are more than 2,000 different job categories within the federal government at 15 cabinet-level agencies, 20 large agencies, and 80 small agencies.

DO THE RESEARCH!

- There are more than 280 federal agencies; doing some background work can help identify the government agency that fits you best.

  - Visit [www.makingthedifference.org](http://www.makingthedifference.org) to find out about the different agencies and the work they do.

- Take a look at the available job opportunities that are open to outside applicants by visiting the website which is maintained by the U.S. Office of Personnel Management, [www.usajobs.gov](http://www.usajobs.gov) or [www.studentjobs.gov](http://www.studentjobs.gov)
- Make sure you understand the differences you may encounter in applying for a job in the federal government.

  - For example, the government’s goal is to hire within 45 days. However, if the position requires applicants to have security clearances, the hiring process may take longer.

  - Start looking NOW if you’re close to graduation and interested in jobs dealing with national security or international issues.

- Resumes for federal jobs may also be different than a standard resume.

  - Visit www.makingthedifference.org to learn more about other requirements and how to successfully build your resume.