

The Book of U.S. Government Jobs: Where They Are, What's Available, and How to Complete A Federal Résumé All New 11th Edition

Dennis Damp

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For those seeking stable employment in an unstable economy, the federal government, where salaries average \$81,258, may be the best place to look for opportunities. Dennis V. Damp's *The Book of U.S. Government Jobs, 11th Edition* is a comprehensive guide for any potential candidate. The information contained in this meticulous manual addresses job seekers from every educational background and at every experience level.

Divided into twelve chapters, the book opens with general facts about federal jobs—basics such as pay and benefits and career development. Recent changes to the hiring process, as well as eligibility and how to apply for jobs are discussed, along with the availability of various jobs and what to expect in an interview. An entire chapter is devoted to civil service exams, another to the résumé.

Special-interest areas such as veterans and military dependent hiring, overseas opportunities, the US Postal Service, and employment for people with disabilities are all thoroughly covered. Law enforcement and homeland security positions are addressed separately. Damp concludes with the secrets to success, exploring topics such as training, experience, and networking.

The book's four appendices will help those looking to work for the government clarify and focus their efforts. The job hunter's checklist is commonplace; but the federal agency contact and occupation lists are essential. An index providing additional data on which areas best utilize people with certain skills is a must for serious applicants.

The author reveals his straightforward approach in this statement: "Why is it that some who land jobs with Uncle Sam have half the experience, education, and special qualifications that you have—and you're still looking? Many who approach the federal sector lose out because they didn't take the time to understand the federal hiring process. Others get frustrated by the required paperwork and give up prematurely. Decades later they will regret their impatience and wish they had done what it takes to land a high-paying and benefit-loaded government job."

Damp is an award-winning writer and public speaker. With thirty-five years of service in the public sector, he is an acclaimed government employment expert. His latest edition of *The Book of U.S. Government Jobs* is required reading for all prospective federal employees.

JULIA ANN CHARPENTIER (June 2, 2011)

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