

Business Services Unit

Title: **Labor Clinic for Job Seekers: Applying for Federal Employment**
Date: Thursday, August 17, 2017
Time: 9:00am to 11:00am
Location: American Job Center, Guam 3rd Floor Conference Room
710 West Marine Corps Drive, Suite 301 Bell Tower Plaza,
Hagatna, Guam 96910
Seating: Limited to 40
Cost: **No Cost**

Presenter: Richard Taitague
Target Audience: **Job Seekers Interested in Federal Employment**

Workshop Content: Discover how to navigate USA JOBS and learn:

- How to create a USAJOBS Profile by creating an account and completing your profile; how to apply for any job on USAJOBS; and search for Jobs.
- Review Job Announcement.
- Prepare your application in USAJOBS.
- Submit application to agency.
- Forget what you know about resume writing, write your federal resume. Complete your federal application. Creating a stellar resume is only half the battle when it comes to applying for a federal job.

Next steps. Congrats on submitting your application!

Contact Information: Attn: Business Services Representative
Email: bsr@dol.guam.gov or call: 671-300-4604

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