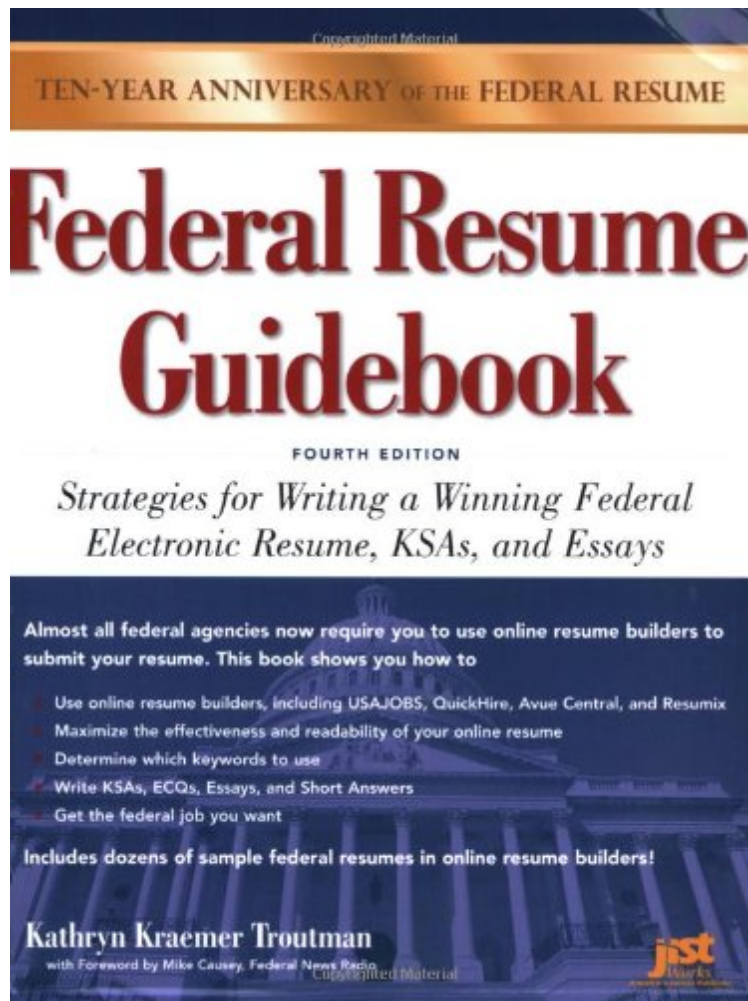


[Online library] Federal Resume Guidebook: Strategies for Writing a Winning Federal Electronic Resume, KSAs, and Essays, 4th Edition

# Federal Resume Guidebook: Strategies for Writing a Winning Federal Electronic Resume, KSAs, and Essays, 4th Edition

Kathryn K. Troutman

\*Download PDF | ePub | DOC | audiobook | ebooks



[Download](#)

[Read Online](#)

#1256276 in Books 2007-04-16Original language:EnglishPDF # 1 .80 x 8.40 x 10.78l, 1.95 #File Name: 1593574266368 pages | File size: 34.Mb

**Kathryn K. Troutman : Federal Resume Guidebook: Strategies for Writing a Winning Federal Electronic Resume, KSAs, and Essays, 4th Edition** before purchasing it in order to gage whether or not it would be worth my time, and all praised Federal Resume Guidebook: Strategies for Writing a Winning Federal Electronic Resume, KSAs, and Essays, 4th Edition:

6 of 6 people found the following review helpful. Excellent Resource! This time I got the job!By Janet ColyardI recently purchased the Federal Resume Guidebook, 4th edition, to assist me in applying for jobs at the new Dept. of Veterans Affairs Technology Acquisition Center here in NJ. Their application process is quite cumbersome with paper application packages which include the dreaded KSAs, and although I have DoD experience directly related to their

open positions, I have been unsuccessful at obtaining an interview. I was delighted with much of the down-to-earth advice in the book, and I'm working through improving the readability of my resume and better story-telling in my responses to the KSAs. I was especially happy to see in Chapter 8 "Researching the Agency's Core Competencies" that the VA was included in the examples. My only disappointment was that the site referenced for descriptions of the VA Core Competencies turned out to be non-functional. After the VA was unable to help me with the broken link, I emailed the author, Kathryn Troutman. She responded almost immediately with a promise to research the missing web page and get back to me. Wow! Thanks so much for this excellent resource! P.S. - I got the job!!!! 0 of 0 people found the following review helpful. but I felt like the book was not applicable for all federal agencies. By Customer I bought this book and read it from cover to cover. It was very interesting, but I felt like the book was not applicable for all federal agencies. 1 of 1 people found the following review helpful. This book is a user-friendly toolkit. . . for a really hard, complicated process. By Customer This is a fantastic resource. The author(s) have their finger on any changes in federal hiring. This book communicates in a user-friendly/lay-man's language how tough this process is, specific MUST DO'S most do not incorporate in their federal resumes. This week I have been offered a permanent GS level position.

4th Edition of the Federal Resume Guidebook, Strategies for Writing a Winning Federal Electronic Resume, KSA's and Essays. Almost all federal agencies now require you to use online resume builders to submit your resume. This book shows you how to use online resume builders, including USAJOBS, Quickhire, AvueCentral, and Resumix. Maximize the effectiveness and readability of your online resume. Determine which keywords to use. Write KSA's, ECQ's, Essays, and Short Answers. Get the federal job you want. Includes dozens of samples federal resumes in online resume builders. The Federal Resume Guidebook was announced as one of the top 10 most in-demand job hunting books in U.S. libraries by Library Journal in April of 2009.

About the Author Kathryn Kraemer Troutman is the founder and president of The Resume Place in Baltimore, MD, which for 30 years has specialized in writing and designing professional federal and private-sector resumes. In fact, she is recognized by federal HR directors as having created the format for the new federal resume that became the accepted standard when the SF-171 form was eliminated in 1995. Kathryn has trained thousands of federal employees in writing federal resumes and KSAs for virtually all agencies and offices. "Clues you in to what is essential for applying and reveals how to present this information to capture attention." -- Paul Krumsiek, Federal Personnel Manager, Department of Justice "Cutting-edge, totally helpful, and trustworthy guidance! When you want a federal job, you absolutely must consult this book." -- Joyce Lain Kennedy, syndicated careers columnist, Tribune Media Services; author, Resumes for Dummies "Kathy Troutman is the master of the Federal resume. Follow her advice and you'll have the competitive edge." -- Michael S. Dobson, author, Managing Up! 59 Ways to Build a Career-Advancing Relationship with Your Boss "No stone is left unturned in Troutman's quest to demystify the federal job application process." -- Katy Saldarini, Book er, GovExec.com "Troutman's approach makes it easy to address all the major difficulties of applying to the federal system." -- Cecilia Luna, Spouse Employment Assistance Program Manager, U.S. Naval Station, Roosevelt Roads, Puerto Rico "Two weeks ago the very bright son of an old friend asked if I could help him get a government job. They, the father and son, figured that with 30 years of covering the federal establishment I would have special insights. That I would know who to see, where to go and what to do when they got there. I told him to get a copy of the Federal Resume Guidebook. There was a time, eons ago, when you went to a federal agency, filled out a form, took a test and maybe, maybe, maybe, heard back and got a job. But that was then and this is now." --Mike Causey, Federal News Radio "When it comes to federal resume writing, there is no one with the depth and quality of information that Kathryn Troutman has. With 30+ years of experience preparing federal resumes, she knows the inside secrets for what it takes to get noticed and get hired!" --Wendy S. Enelow, CCM, MRW, JCTC, CPRW, Executive Director - Career Masters Institute --Wendy S. Enelow, CCM, MRW, JCTC, CPRW, Executive Director - Career Masters Institute