



SAMFSN

South Asian Military Family Support Network

SAMFSN (www.samfsn.org) is a registered 501 3c registered in Maryland. SAMFSN is also registered with CFC (Combined Federal Campaign). Our CFC Id is 86806

USA Job Training for Veterans

Background and Need:

A key goal for SAMFSN is to identify and offer services that will help veterans transition to civilian careers quicker and more effectively. We have identified that training on USAJOBS and other online job sites will be helpful for veterans looking for government and civilian jobs.

Federal and State governments offer preference to veterans for many positions. Many of the federal positions are advertised on USAJOBS.GOV. USAJOB.GOV is one of the primary websites where veterans should focus on if they are interested in applying for these federal jobs. Navigating and applying for jobs in USAJOB.GOV site is not easy. The site is complex and not very user friendly. Veterans who are new to USAJOBS will benefit from a targeted seminar/training on USAJOBS.GOV.

Procedure and Process to conduct Veterans Training:

- All enquiries and requests for this training should be sent to jobstraining@samfsn.org . Training will be provided in a group seminar mode and also on individual basis.
- SAMFSN will provide online web conferencing facilities to conduct the training to an online group. The online training will be for about 2 hours duration including Q/A from participants. The maximum group size for the online group will be limited to 5 participants.
- Our trainers will communicate and schedule individual 1-1 or group sessions with the participants after the online group training
- SAMFSN will provide web conferencing support for the online training sessions.

Training Content for USAJOBS training

Mode of Training: Online, Group size Maximum 5 participants

Duration: 2 hours: This training is FREE for veterans.

Topics and skills taught in the training are listed below

- How to register /create a new account in USAJOBS.GOV
- How to navigate in USAJOBS with a new account, create required filters based on your job interests
- How to maintain multiple resumes and utilize the various features to apply effectively for jobs
- How to use Smart Phone features to track results of your search filters and status of job applications
- Tips to create effective resumes and useful guidelines to apply for job postings
- How to identify military friendly civilian companies that support Veterans and apply to them. Review list of civilian companies that support Veterans
- What other online job sites are helpful to apply for civilians jobs
- Q/A from participants

Please email jobstraining@samfsn.org to register for the training. Please call 240 800 6136 if you have any questions.