

Business and Finance Jobs IN THE FEDERAL GOVERNMENT

Sample Job Profiles

CONTRACT SPECIALIST (CAREER INTERN)

Salary Range: \$39,857-\$51,809 per year

Duty Locations: Brockton, MA

Job Summary: The Dept. of Veterans Affairs (VA) is a center of excellence in patient care, education and research. We value trust, respect, commitment, compassion and excellence; we value you. For more information, go to <http://www.va.gov>.

Major Duties: This position is an advanced developmental position in contracting, which will continually provide experience and on-the-job training to help augment resumes and applicable skills. The intern will be trained in the procedures and techniques of the VA, the art of contracting, and knowledge of procurement and acquisition.

FINANCIAL MANAGEMENT SPECIALIST DEPARTMENT OF LABOR

Salary Range: \$43,365-\$56,371 per year

Duty Locations: Washington, D.C.

Job Summary: DOL offers rewarding opportunities to contribute to a noble mission: to serve and protect American workers, prepare them for new and better jobs, and ensure the safety and fairness of American workplaces. Visit: www.dol.gov/dol/jobs.htm

Major Duties: Monitor financial progress of Occupational Safety and Health Administration Purchase Orders related to fixed price items or purchases of similar complexity, and follow their progress from inception to completion.

Search for jobs at: USAJobs.gov

WHAT CAN YOU DO WITH A DEGREE IN BUSINESS?

- ★ Accountants
 - ★ Auditors
 - ★ Contract Specialists
 - ★ Financial Managers and Administrators
 - ★ Financial Institution Examiners
 - ★ Intelligence Specialists
 - ★ Internal Revenue Agents
 - ★ Budget Analysts
 - ★ Business and Industry Specialists
 - ★ Commissary Store Managers
 - ★ Internal Revenue Officers
 - ★ Miscellaneous Administrative and Programs Specialists
 - ★ Quality Assurance Specialists
 - ★ Trade Specialists
 - ★ Contract Specialists
- Find more: www.usajobs.gov/EI23.asp

FEDERAL EMPLOYERS CAN HELP YOU REPAY YOUR STUDENT LOANS

- ★ Agencies are authorized to help repay up to \$10,000 of a loan per year, up to \$60,000 total per employee.
- ★ An employee who receives student loan repayments must commit to remaining in the service of the federal government for at least three years.
- ★ In FY 2007, **33 federal agencies** provided **6,619 employees** with almost **\$42 million** in student loan repayment.

For more information, visit:
<http://www.opm.gov/oca/pay/studentloan>

FIND AND APPLY FOR FEDERAL JOBS AND INTERNSHIPS ONLINE

MakingtheDifference.org provides valuable information and resources about job and internship opportunities in the federal government. On the site you'll find more information about federal agencies, an overview of the benefits of federal service, a directory of federal internships, "hot jobs" and "cool internships," tips for finding and applying for federal jobs, and much more. Plus, you'll see how federal employees are making the difference every day.

USAJobs.gov is a great place to begin your job search. It is administered by the U.S. Office of Personnel Management, the federal government's human resources agency, and has a regularly updated list of federal job openings. You can also build your resume and learn about the federal jobs that best match your interests.

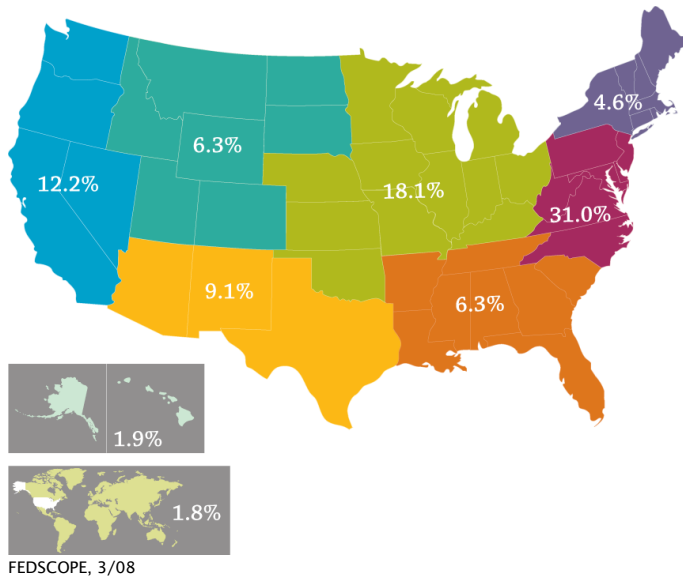


PARTNERSHIP FOR
PUBLIC SERVICE

The Partnership for Public Service is a nonpartisan, nonprofit organization that works to revitalize the federal government by inspiring a new generation to serve and by transforming the way government works. ourpublicservice.org

Business and Finance Jobs IN THE FEDERAL GOVERNMENT

BUSINESS POSITIONS IN THE FEDERAL GOVERNMENT BY REGION



WHERE THE JOBS ARE

By September of 2009, our largest federal agencies project that they will hire nearly 193,000 new workers for "mission-critical" jobs. Business and Industry is one of the top ten hiring areas with over 11,000 positions projected throughout 13 agencies.

This includes:

- ★ 8,292 tax examination, internal revenue agent, procurement and accountant positions at the Department of Treasury
- ★ 6,841 contractors at the Department of Defense
- ★ 260 accounting and budget positions at the Department of Homeland Security

Download the report at makingthedifference.org.

AGENCIES WITH BUSINESS AND FINANCE JOBS

Department/Agency	# Positions
Department of Defense	84,982
Department of Treasury	49,835
Department of Agriculture	13,575
Department of Veteran Affairs	8,854
General Services Administration	5,777
Department of Interior	5,731
Department of Health & Human Services	4,719
Department of Housing & Urban Development	4,213
Department of Homeland Security	4,141
Small Business Administration	1,877

FEDSCOPE, 3/08

Examples of MBA Fellowships

PRESIDENTIAL MANAGEMENT FELLOWS
 Any graduate student entering his or her final year of study is eligible to apply for this two-year program, during which successful applicants will experience a variety of postings within a federal agency. To learn more about this competitive program, visit www.pmf.opm.gov.

INTELLIGENCE ANALYSIS SUMMER PROGRAM
 The NSA's Intelligence Analysis Summer Program offers college upperclassmen and graduate students the opportunity to receive training in a multi-faceted cryptologic discipline that involves research, analysis, and the presentation of findings that enable us to provide the fullest possible Signals Intelligence picture to U.S. policymakers, military commanders and other Intelligence Community members. To learn more, visit www.nsa.gov/careers/students_2_1.cfm?#iasp.

Search for internships at: makingthedifference.org/federalinternships

TOP BUSINESS AND FINANCE FIELDS

Fields	# Positions	Projected Hirings FY 2007-09
Contracting	28,576	8,311
General Business & Industry	27,288	1,043
General Financial Administration	20,217	661
Accounting Technician	15,282	--
Internal Revenue Agent	12,920	3,350
Budget Analysis	12,784	61
Accounting	12,381	431
Auditing	10,549	163
Internal Revenue Officer	5,637	--
Loan Specialist	4,946	392
Production Control	4,643	--

FEDSCOPE, 03/08, Where the Jobs Are 2007