



Dear Job Seeker,

Welcome to USAG Humphreys! Listed on the next few pages are a variety of resources and tips for successfully locating and gaining employment, locally and CONUS. These resources are non-exhaustive and provided to assist in your journey, with no Federal endorsement implied. If you need additional assistance, please do not hesitate to contact myself or attend any Employment Readiness Program classes or events.

Sincerely,

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ACS Employment Readiness Program Manager

Quick Tips

- Many local employment opportunities are highly competitive and filled quickly. It is important to **have a general resume prepared** in advance, so that it may be quickly tailored and submitted to open positions.
- **If you are considering Federal employment**, it is important to have a narrative resume prepared that can be tailored and submitted with additional required documents prior to the closing date. *Narrative resumes are significantly different from traditional 1-page resumes!*
- **If you are considering working for an organization contracted with the government**, make sure to use a traditional, private-sector resume that is **tailored** to the position announcement.
- Always **read application instructions** CAREFULLY to ensure you submit all required documents, with the requested information and in the requested format (ex: .pdf or .docx).
- **Create a profile** on verified employer/recruitment sites that hire for positions in your field.
 - Keep your profile and contact information updated!
 - Save searches so you can get emails when opportunities open.
 - Some employers also send emails about upcoming recruitment events for individuals with profiles, make sure to check your inbox (and spam folder) regularly.
- **Consider both your short and long-term goals**—many unexpected, volunteer, and/or short-term opportunities can allow you to explore new career paths and equip you with a variety of employable skills that will support your long-term goals.
- **Off Post Employment:** To lawfully work on the Korean economy, SOFA Family Members must have a ROK employment permit which is obtained through a legitimate Korean employer. It is strongly recommended that individuals consult with the legal assistance office prior to entering into any employment contracts/agreements for employment off post. Local Legal Assistance Office located in Maude Hall, Bldg. 6400. Commercial Phone: 050-3357-2621/2622.

Employment Resources:

- **Federal Employment:** <https://www.usajobs.gov/>
 - USAJobs has General Series (GS), Non-Appropriated Fund (NAF), and other positions for a variety of on-post organizations (ex: Child and Youth Services, Defense Commissary Agency, Dept. of Defense Education Activity, MWR Fitness Centers & more).

- **On Post Employment Application and Information for Local Nationals:**
 - <https://portal.chra.army.mil/mnrs>

- **Spouse Education and Career Opportunities (SECO):** <https://myseco.militaryonesource.mil/portal/>
 - Subsidiary of Military OneSource with a variety of resources, including career coaches, job search navigators, scholarship information, college and career exploration tools, and more!
 - Military Spouse Employment Partnership (MSEP):
 - Job Search Engine with over 600 employment partners
 - <https://myseco.militaryonesource.mil/portal/msep>
 - Military Spouse Career Accelerator Pilot (CONUS locations only):
 - <https://myseco.militaryonesource.mil/portal/events/live/mscap>
 - MyCAA Scholarship Information
 - <https://www.militaryonesource.mil/resources/network/mycaa-scholarship/>

- **Hiring Our Heroes:** <https://www.hiringourheroes.org/>
 - US Chamber of Commerce Foundation Program providing free employment resources to Service Members, Military Spouses, and Veterans.
 - Features:
 - Hiring Events (Virtual and In-Person)
 - Fellowship Programs
 - Job Board
 - Military Spouse Resources (in addition to those listed above):
<https://www.hiringourheroes.org/career-services/military-spouse-resources/>
 - Workshops
 - Career Development Intensives
 - Military Spouse Professional Networking Groups
 - MilSpouse Roadmap
 - Education & Networking (ie: workshops, certification programs, and more)
 - Career Connectors

- **RecruitMilitary®:** <https://recruitmilitary.com/>
 - Strategic Partner connecting transitioning Service Members, Veterans, and Military Spouses to employment and education resources.
 - Features:
 - Job Seeker Profiles searchable by employment partners
 - Job Search Engine
 - Resources on Interviews, Salary Negotiation, Resume Templates, & more
 - Military/Veteran Employment Resource Center: <https://recruitmilitary.com/job-seekers/resources/resources>
 - Military Spouse Employment Resource Center: <https://recruitmilitary.com/job-seekers/resources/industries/military-spouse>
 - Hiring Events (Virtual and In-Person)
 - SkillBridge Internships
 - Webinars

- **Military Spouse Hiring Initiative:**
 - Unique to USFK, and managed through CPAC. Contact ACS for more information.

- **National Labor Exchange:** <https://usnlx.com/>
 - A unique, public-private partnership between Direct Employers (DE) and the National Association of State Workforce Agencies (NASWA) connecting workers with jobs.
 - Hiring Fairs (Virtual and In-Person)
 - Job Search Engine by Location
 - For Remote and Virtual Opportunities: <https://virtualjobs.usnlx.com/>

- **Career OneStop:** <https://www.careeronestop.org/>
 - Sponsored by the US Dept. of Labor
 - Features:
 - Job Search Engine
 - Employment & Training Program Locator
 - Certification Finder
 - Scholarship Finder
 - Career Exploration Tools
 - Local Resource Finder
 - Self-Assessments
 - Interview Resources
 - & More
 - Resume Resources

- **USO Pathfinder Transition Program:** <https://www.uso.org/programs/uso-pathfinder-transition-program>
 - Professional development services open to Active Duty, Reserve, National Guard and Military Spouses, including working with a transition specialist to connect them with resources for the following:
 - Employment
 - Financial Readiness
 - Local veterans' benefits
 - Education
 - Mentorship

- **D'Aniello Institute for Veterans & Military Families:** <https://ivmf.syracuse.edu/>
 - Some Resources include:
 - Onward to Opportunity no-cost training and professional certifications
 - Veterans in Politics Program
 - Entrepreneurship Resources
 - Community Resource Connections

- **Additional Job Search Engines (Non-Exhaustive and no Federal Endorsement Implied):**
 - LinkedIn:* <https://socialimpact.linkedin.com/programs/veterans/milspouses>
 - See link above for information on one year of free access to LinkedIn Premium & LinkedIn Learning for Military Families
 - FlexJobs:* <https://www.flexjobs.com/myseco>
 - See link above for information on one year of free access
 - Clearancejobs.com*
 - Indeed.com*
 - Idealist.org*

**When using Job Search engines, you are strongly encouraged to research any potential employers and positions prior to applying due to an increase in fraudulent postings. If you need assistance, please do not hesitate to reach out to your local ACS or any of the career services professionals with the organizations above. Additionally, do not forget to adhere to OPSEC policies.*