

## **EMPLOYMENT INFORMATION 2010**

### **FEDERAL GOVERNMENT EMPLOYMENT**

**How Federal Jobs are Filled:** Most Federal agencies fill their jobs by advertising all openings on their website: [www.usajobs.opm.gov](http://www.usajobs.opm.gov).

The website lists over 16,000 jobs daily which will allow you to apply directly to the agency. Today very few positions require a written test. Applications can be submitted in a variety of formats: on- line, paper form, or the OF-612 form. All information on federal jobs is free to the applicant(s). While the process is now very similar to that in private industry, there are still significant differences due to the many laws, executive orders, and regulations that govern federal employment.

#### **Internships, Work Study, Scholarships & Summer Job Opportunities**

Students may check the following website which provides access to many federal sources for internships, work study, scholarships, and summer job opportunities which may lead to job offers after college graduation: [www.studentjobs.gov](http://www.studentjobs.gov). There are federal agencies located all over the entire country as well as overseas.

#### **Maryland State Employment**

Information and job openings for Maryland State Employment can be found at <http://www.dbm.maryland.gov/jobseekers/Pages/JobSearch.aspx> (**Click on Job Seekers**) The State of Maryland Employment Application (MS-100) is available to be downloaded from this website. State tests are scheduled at various times during the year and are announced through use of newspaper ads and other recruiting activities. When a test is announced, applicants should file as directed. Questions for the Office of Personnel Services & Benefits may be asked by calling the toll free number 1-877-634-6361. You may also write to them at: 301 West Preston Street, Room 501, Baltimore, Maryland 21201.

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