

16th Annual
Career Development Seminar
Friday, August 12, 2011



Chihuly Exhibit at Desert Botanical Gardens
Photo Credit: Everton De Melo

“In it to Achieve it”

Welcome all High School and College Students

Join us and get motivated to jump start your Federal Career

Federal Career Training for Students Topics Include:

- * An Overview and Mission of Federal Agencies
- * How to Apply for Federal Careers on USAJobs.gov
- * Where to Search for Federal Career Opportunities
- * Interview Techniques
- * Federal Student Hiring Authorities and Qualifications

Don't miss the Federal Agencies Career Fair!



Presented by the
Arizona Council of Hispanic Employment Program Managers &
the Phoenix Federal Women's Program Interagency Council

Location

Bureau of Land Management
National Training Center
9828 North 31st Avenue
Phoenix, AZ 85051-2517

Agenda

12:00pm - 1:00pm Registration
1:00pm - 4:00pm Federal Career
Training for Students

Registration Information

REGISTRATION IS FREE and is required. Due to facility limitations the seminar is limited to 200 registrants. Participants registering after the limit will be placed on a waiting list.

For more information, contact:

Stella Mimms at
Stella.X.Mimms@usdoj.gov
or at 602-664-5695

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Federal Career Training for Students Agenda

12:00pm – 4:00pm

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| 12:00 – 1:00 | Registration
Networking and Federal Agency Career Fair (ongoing) |
| 1:00 – 1:30 | Welcome
Overview and Mission of Federal Agencies – Presented by Agency Recruiters |
| 1:30 – 4:00 | Federal Career Training <ul style="list-style-type: none">• How to Apply for Federal Careers on USAJobs.gov• Where to Search for Federal Opportunities• Interview Techniques• Federal Student Hiring Authorities and Qualifications |

Federal Agency Career Fair will be open all day

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Student Registration Form

NAME _____

COLLEGE/SCHOOL _____ GRADE _____

EMAIL _____

MAILING ADDRESS _____

CITY & STATE _____ ZIP CODE _____

PHONE _____

Please send your confidential, completed form to Maria Jaurigue preferably by Friday, July 29, 2011 and via email: mjaurigue@usbr.gov or mail to: 6150 W. Thunderbird Rd., Glendale, AZ 85306.

Registration is **FREE** but due to facility limitations, the seminar is limited to 200 registrants on a first come first serve basis. Registrants after the first 200 will be placed on a waiting list. Confirmations will be emailed to you within 7 days of receipt.

For seminar questions, contact Stella Mimms at stella.x.mimms@usdoj.gov or at 602-664-5695. For special accommodations, contact Cathy Lease at cathleen.lease@sba.gov by July 8, 2011.

PRIVACY ACT STATEMENT

AUTHORITY: 5 U.S.C. 4101, et seq. (Government Organization & Employee Training)

PURPOSE: To generate class rosters process registration for use by course administrators.

ROUTINE USES: To determine enrollment numbers and review dates of registration in order of acceptance.

COLLECTION: Voluntary, however, non-disclosure of contact information will delay registration.