



Connecting employers with military veterans nationwide!

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Corporate Gray Newsletter

August 2017

Transition Advice

Resume Top Tips

A good resume advertises your qualifications and shows your value to prospective employers. Be sure it not only captures your key skills and accomplishments, but also illustrates what you can do for their company. Here are a few of our top tips to greatly improve your likelihood of standing out and getting an interview:

Focus on your accomplishments as they relate to an employer's needs. This requires you to do company research to target your resume to specific employers. Make a recruiter's job easier by showing them why you are a good match and how you can fill their needs. Stating this first on your resume as an Objective or Summary statement will get their attention.



To make it through the initial software auto-screening that many companies use, tailor your resume to the specific job opening you're targeting. How are the skills and requirements worded in the job posting? Mirror that wording on your resume to increase the likelihood your resume will make it through the automated screen.

Translate into civilian terms all the military acronyms and jargon that describe your skills and accomplishments. To help translate your skills and experience into civilian terms, read the article [Translate Your Military Skills into Civilian Language in 6 Easy Steps](#) and use tools like the [O*Net Online Military Crosswalk](#).

An online tool called the [Personal Branding Resume Engine](#) is designed specifically for veterans and transitioning military members to help you describe your skills in a way that will make your talents clear to potential employers. This tool also goes a step further by formatting those skills into a professional-looking resume.

For sample resumes to get you started, visit the [Construct Your Resume](#) page of the Corporate Gray Online Transition Guide. On the right side under "Additional Resources" are resume examples for common military occupations such as electrician, engineer, homeland security, maintenance, etc. These can be downloaded in Microsoft Word format and easily modified.

Share your resume with a few people you think will give you objective and useful feedback. Seek advice from someone in a hiring position similar to one you will encounter in an interview. Take the time to make your resume a quality first impression!

Find more resume tips on the [Corporate Gray Blog](#). Enter "resume" in the search box.

Upcoming Job Fairs



MILITARY-FRIENDLY JOB FAIRS
In Northern VA and Norfolk/Virginia Beach

**Register
Now!**

Corporate Gray Military-Friendly Job Fair * September 21, 2017 * Springfield, VA

You are invited to meet face-to face with representatives from Lockheed Martin, Leidos, AECOM, NSA, Booz Allen, YRCI, New York Life, SAIC, Defense Contract Management Agency, FCi Federal, PenFed, and more at the September 21st Corporate Gray Military-Friendly Job Fair. This job fair will be held from 9 am to 12:30 pm at The Waterford in Springfield, Virginia. An employer panel discussion for job seekers will start at 8 am. To ensure you receive the job fair employer directory in advance, pre-register at <http://corporategray.com/jobfairs/387>. This event is especially for transitioning service members and veterans of all ranks and branches of service. Free to all job seekers.

Corporate Gray Military-Friendly Job Fair * October 18, 2017 * Virginia Beach

Save the date for the October 18th Corporate Gray Military-Friendly Job Fair at the Virginia Beach Convention Center. Job fair hours are 9 am to 12:30 pm with two employment seminars starting at 8 am. Meet face-to-face with representatives from SAIC, Booz Allen Hamilton, Defense Contract Management Agency, Newport News Shipbuilding, Lockheed Martin, New York Life, Leidos, AECOM, U.S. Postal Service, and many more! To ensure you receive the job fair employer directory in advance, pre-register at <http://corporategray.com/jobfairs/388>. This event is especially for transitioning service members and veterans of all ranks and branches of service. Free to all job seekers.

TAOnline Virtual Career Fair * The Big Virtual * October 17, 2017

The Big Virtual is a quarterly TAOnline Virtual Career Fair where U.S. veterans and security cleared professionals can connect online with military-friendly organizations. The event takes place from your computer on October 17th from 11:00 am to 3:00 pm (ET). This event is for anyone seeking nationwide opportunities and is for all ranks and branches of service, including active duty, Reserve, National Guard, and individuals with a security clearance (including civilians). For more information and to register for the event, visit www.taonline.com/tbv-js/?p=corpgray.

Federal Job Search

Battlefield Resumes, LLC

Learn how to translate your military experience (Battlefield Resume) into a powerful civilian resume. Learn how to translate your military experience into an enjoyable civilian job. Learn how to describe your military experience to Recruiters and Hiring Managers in a way that will make them feel comfortable in your "civilian" abilities. Learn how to demonstrate to corporate America how you have successfully softened your "military" presence, transitioned into a "corporate" civilian Leader with whom others want to work, yet still highlighting your uncompromising experience. www.battlefieldresumes.com

Featured Employers, Schools, and Service Providers



These companies want to hear from you!
Contact them about your next career move!

Defense

Advanced Concepts and Technologies International (ACT-I) provides trusted expertise and leadership in support of domestic and international Defense, Space, Homeland Security, and Cyber/Intel communities. ACT-I provides its customers with highly trained and experienced technical staff that is responsive and ethical, enhancing the value of any project or program they support. Learn more about their career opportunities at www.act-i.com/careers.html.

Equipment Dealership

Carter Machinery has a clear vision: enable every customer to achieve their highest level of success. We demonstrate this commitment through our support of the people and equipment working in diverse industries from construction and mining to trucking and power generation. Our 20 locations across Virginia and southern West Virginia are staffed by over 1,100 top-notch professionals. As a result, we've grown to be one of the leading Caterpillar dealers in the United States. Visit <https://cartermachinerycareers.silkroad.com> for current career opportunities.

Equipment

Cleveland Brothers Equipment Company is one of the largest Caterpillar Equipment

- Dealership** dealers in the nation, serving Pennsylvania and West Virginia. With competitive compensation, affordable cost of living, proximity to big cities and outdoor adventures, Cleveland Brothers is a great place to start your next career as a CAT Technician. Visit www.ClevelandBrothers.com to see their open positions.
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- Government** The **United States Postal Service** has a long history of providing career opportunities to veterans, reservists, and their families. USPS currently employs over 113,000 Military members and Veterans, and Military service is treated as prior employment. USPS values the leadership, reliability, and high-tech skills that veterans bring to the organization. Opportunities range from administrative and technical support functions to processing and delivery operations. Visit <http://usps.com/careers>.
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- Healthcare** **Sentara Healthcare** is one of the most progressive healthcare organizations in the nation, located in Virginia and North Carolina and consistently top-ranked nationwide. Sentara is a Virginia Values Veterans (V3) Certified company. They are looking for transitioning military with experience in all clinical areas and have numerous opportunities in administration, business office management, logistics and materials management. Sentara is one of the area's top military family employers. Visit www.sentaracareers.com to learn more.
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- IT Consulting** At **Hewlett Packard Enterprise** we innovate for tomorrow. We move at the speed of thought to turn insights into solutions. And that starts with finding the brightest minds to fearlessly create and to challenge the way we think. HPE offers veterans and military spouses at all stages in their careers opportunities in a wide variety of roles including finance, HR, recruitment, operations, business planning, strategy, sales, account management, program/project management, technology and more. Visit careers.hpe.com.
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- Professional Services** **YRCI** is a veteran-owned professional services firm located in the Washington, DC metropolitan area providing Human Resources, Acquisitions, and Management/Financial Services to federal and commercial clients nationwide. YRCI has helped put thousands of people to work, been recognized as one of the top workplaces in 2015 by the Washington Post, and is one of the fastest growing government contractors. Learn more at www.yrci.com.
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- School** **Appalachian School of Law** is a quiet, rural law school located in Grundy, Virginia. ASL exists to provide opportunities to students to realize their dreams of practicing law and bettering their communities. We attract a qualified, diverse and dedicated student body. The program emphasizes professional responsibility, dispute resolution, and practice skills. ASL offers both Spring and Fall start programs. Please contact Piper Doepppe (pdoeppe@asl.edu), Veterans Outreach Coordinator for more information.
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- Transportation** **Averitt Express** has the utmost respect for members of the military and would be honored to have you join their growing team. They have regional truckload, dedicated, flatbed and local driving positions, as well as leadership opportunities in over 100 locations. Call toll-free: 1-888-321-1472 or visit www.averittsalutesyou.com. Read Averitt's article [The Value of Hiring Veterans in Transportation](#).
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- Veteran Services** **Virginia Values Veterans** (V3) Program is a Commonwealth of Virginia, Department of Veterans Services Program. V3 helps employers understand, design, and implement nationally recognized best practices in recruiting, hiring, and retaining Veterans. A V3 certification can help your company understand how Veterans can help your business, provides resources and assistance connecting with Veterans, and shares your Veteran hiring efforts across the Commonwealth. Learn more at <https://www.dvsv3.com>. A V3 representative will be at the Sept. 21st job fair in Springfield, VA.
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Hot Jobs & Opportunities

The following jobs and educational opportunities are being highlighted this month:

HOT JOBS

Advanced Concepts and Technologies International (ACT-I) is hiring for these positions located at Hanscom AFB, MA:

- Senior Cost Estimator-Propulsion/Production F-35 BFM
- Senior Cost Estimator/Research Analyst (SCE/RA 1) Level 1
- Cyber, Infrastructure, Commodities and Services Cost Analyst SME
- AFCAA Cost Estimator

Apply to these positions and more at <http://act-i.com/careers>. Also, meet with ACT I representatives at the Sept. 21st job fair in Springfield, VA.

Carter Machinery Company is hiring! Check out their career opportunities at <https://cartermachinerycareers.silkroad.com>.

A Carter Machinery representative will be at the Oct. 18th job fair in Virginia Beach.

Cleveland Brothers Equipment Company has these immediate opportunities:

- [Truck Shop Service Supervisor](#) in Clarksburg, WV
- [Manager - Marketing Analyst](#) in Harrisburg or Murrysville, PA
- [Service Manager](#) in Murrysville, PA
- [Warranty Analyst](#) in Murrysville, PA

[Click here](#) to search for all their job opportunities, or contact Dave Greenawalt at (724)325-9324 x6324 or DGreenawalt@clevelandbrothers.com. A Cleveland Brothers Equipment Company representative will be at the Sept. 21st job fair in Springfield, VA and the Oct. 18th job fair in Virginia Beach.

Koch Industries is currently hiring for the following positions:

- [Mechanical / Electrical Technician](#) (#) in Mogadore, OH
- [Electrical Technician](#) (#) in Pineland, TX
- [Electrical Technician](#) (#) in Blue Rapids, KS
- [Shipper / Loader](#) (#) in Denton, TX

Search all their openings at www.kochcareers.com/veterans.

From September through November the **U.S. Postal Service** will be hiring for over 60,000 short-term positions nationwide to support the busiest shipping time of the year. Specifically the USPS will be hiring mail carriers, mail processing clerks, holiday clerk assistants, motor vehicle operators and tractor trailer operators.

Currently, the USPS is seeking a **Purchasing & SM Specialist (EAS-21)**. View all their current openings at www.usps.com/careers. A USPS representative will be at the Sept. 21st job fair in Springfield, VA and the Oct. 18th job fair in Virginia Beach.

YRCI has the following immediate openings:

- [Business Developer](#) in Fairfax, VA
- [Modeling and Simulation Specialist](#) in Arlington, VA
- [Contract Analyst, Sr.](#) in Aberdeen Proving Ground, MD
- [Contract Analyst, Sr.](#) in San Diego, CA

View all their openings at www.yrci.com/careers/careers.aspx. A YRCI representative will be at the Sept. 21st job fair in Springfield, VA.

Find more jobs on Corporate Gray Online by clicking [Find Jobs](#) in the menu bar. Type in your Keywords or search by Company Name.

EDUCATIONAL OPPORTUNITIES

Appalachian School of Law offers a [Litigation Certificate](#) to prepare attorneys who have an interest in the fields of criminal and civil litigation. These courses focus on topics like trial advocacy, pre-trial motions, and electronic discovery. With the county courthouse being within walking distance of the school and many of the professors still actively practicing law, there is a heavy focus on skills based teaching. Learn more about ASL at www.asl.edu. An ASL representative will be at the Oct. 18th job fair in Virginia Beach.

Check out these Military-Friendly Schools: **Appalachian School of Law**, **Great Lakes Truck Driving School**, and **Kaplan University**. Learn more about these schools at http://corporategray.com/static/career_training.

Visit www.CorporateGray.com/login and log in using your username and password (if you forgot your password, you can use the reminder link to retrieve it).

Help recruiters find you! [Post your resume on Corporate Gray Online](#) or upload a revised version. Having a resume helps you get noticed by employers searching for individuals with your skills! Upload your resume by clicking the "My Resume" link after logging into the site. Your resume was posted on **{ResumePostedDate}**. If that value is blank or outdated, be sure to upload your current resume.

Use the [Find Jobs](#) link to search and apply for job opportunities best matching your skills and interests. Access key elements of the Corporate Gray book by clicking the [Transition Guide](#) link.

If you want to close your account, visit www.corporategray.com/applicants/deactivate and enter your username: {Username} and password. Then click "Yes" in response to "Do you want to deactivate your account?"

*Please feel free to share this newsletter with other veterans: [Forward to a Friend](#)
Good luck with your job search!*

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