

Veterans

Veterans are entitled to certain benefits and services as a result of their armed forces service. You, as a veteran, can be your own best advocate to ensure you receive the services and benefits you've earned. Do your research and use the resources your Department of Labor and Regulation Local Office has available to your best advantage.

You served your country. Now it's our turn to serve you!

Resumes

Along with all the other tips in this workbook about creating a winning resume, you will need to add one more step: De-militarize your civilian resume. Do not use acronyms and terminology that won't be familiar to civilian hiring authorities. For help on determining how your military specialties might translate into civilian skill categories, speak with your Department of Labor and Regulation Employment Representative. As with any resume, emphasize your skills and accomplishments.

Interviews

Some service members go straight into the military without ever having experience applying or interviewing for jobs. If interviewing is an entirely new skill for you, take some time to review and practice the skills taught in the "Interviewing" section of this workbook.

Job searching is a very competitive process and some veterans may be unprepared for that. Therefore, strong interview skills are essential. The more you practice and become familiar with answering questions and addressing your qualifications, the more confident you'll appear to interviewers.

As with your resume, don't rely on military acronyms and jargon that civilians might not understand.

Answering Tough Questions

Once in a while, you may come across interviewers who challenge why your military background would be a good fit for their company. You may be asked tough questions such as the following. Be sure to review the responses so you'll be prepared.

Question: Military people seem very rigid and structured. We're more laid back here. Will you be able to fit in?

Response: One of the things I learned in the military is to observe my environment and adapt to it. I'm comfortable in lots of different environments and see no reason why I wouldn't fit in just fine.

Question: Military people are used to a service-oriented business. In the private sector, we're all about profits and losses. Can you operate in that kind of atmosphere?

Response: Even in the government, we've had to learn to operate with less funding. Considering all the demands of military work, I think service members become pretty good at being effective and efficient, no matter the barriers. One of the things my unit had to do was _____.

Question: Don't all veterans have PTSD?

Response: Some veterans do develop PTSD from combat, but this is an anxiety disorder that is very treatable. Most veterans do not develop this and all can function well in their jobs.

Remember to stay positive and don't get defensive or angry. The interviewers are trying to find the best fit for their company. Qualifications aside, companies want someone who is also a good personality fit for their business.