PARTNERSHIP FOR PUBLIC SERVICE

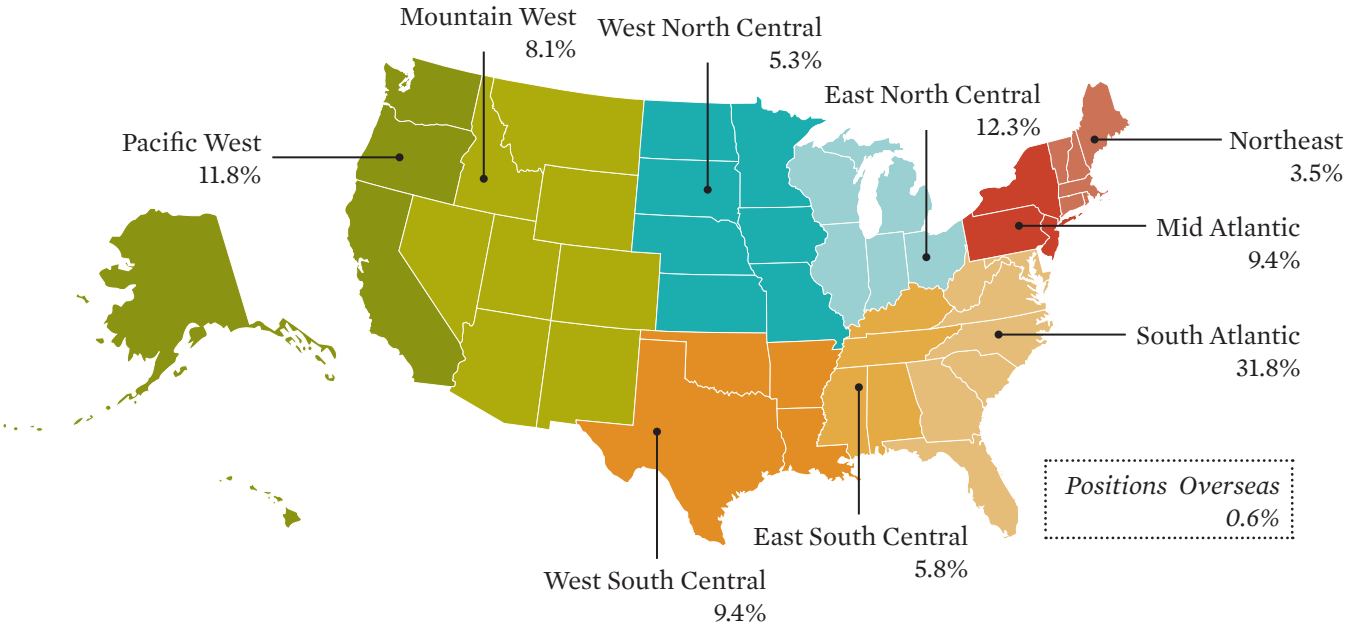
Business & Finance

FEDERAL CAREER GUIDE

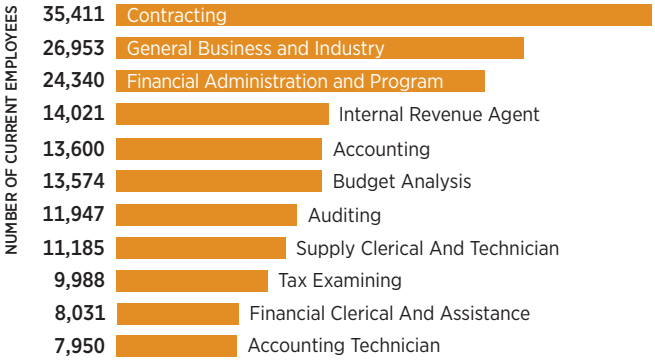
Are you interested in pursuing a job in a business or finance field? The federal government offers a variety of opportunities for individuals with knowledge and skills in contracting, finance, accounting, budget analysis and more. For example, contracting specialists ensure that troops are well-equipped at the Department of Defense, financial examiners enforce laws against abusive banking practices at the Consumer Finance Protection Bureau, and accountants, auditors, and budget analysts across the government closely monitor taxpayer dollars to reduce waste.

This guide will give you a glimpse of the type of business and finance jobs available in the government. For more information about searching and applying for positions in the federal government, visit **gogovernment.org**

Percentage of Business and Finance Positions by Region

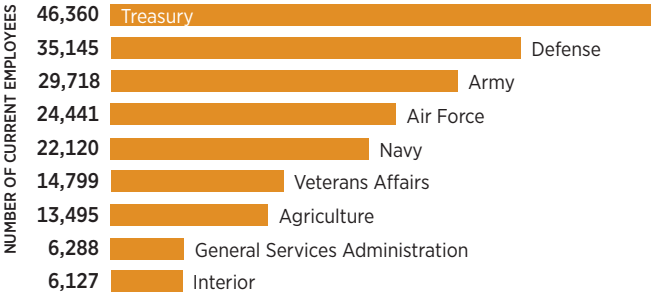


Top Business and Finance Fields



SOURCE: fedscope.opm.gov

Top Agencies with Employees in Business and Finance



SOURCE: fedscope.opm.gov

SEARCH FOR BUSINESS AND FINANCE POSITIONS

With so many opportunities to use your business and finance skills, it may be helpful to sort positions by **job category**. The most common categories are listed below. You can search **USAJOBS.gov** using these keywords or by using the job series code, a four-digit number corresponding to a government job category.

Job Categories

0501 Financial Administration and Program
0510 Accounting
0511 Auditing
0525 Accounting Technician
0560 Budget Analysis
0570 Financial Institution Examining
1102 Contracting
1160 Financial Analysis
2001 General Supply
2010 Inventory Management

Search Tips

As the nation's largest employer, the federal government has thousands of positions open at any one time. Here are our top tips for finding the right job announcements for you:

1. **Do Your Research.**
   Explore a variety of positions and agencies, then focus your search to a few that align best with your interests and skills.
2. **Visit Agency Websites.**
   Learn more about an agency's mission, structure and current hiring on their website.
3. **Create an account on USAJOBS.gov**
   Save your job searches, build your resume and search for positions at **USAJOBS.gov**

Did You Know?

- More than 242,000 federal employees—approximately 13 percent of the federal workforce—work in a business or finance field.
- Nearly 50 percent of federal business and finance employees work for the Department of Defense or the Department of Homeland Security.

Examples of Job Positions

Job Title: Budget Analyst (0560)
Department: Department of the Army
Agency: Army Installation Management Command
Salary Range: $47,448–$61,678/year
Location: San Antonio, Texas

As a Budget Analyst, you will:
- Analyze and reconcile records/reports and initiate adjustment actions
- Prepare reports pertaining to financial condition, obligation, costs, undelivered orders and reimbursement
- Review actual obligation vs. programmed obligations to see if corrective/reprogramming is required

Job Title: Credit Union Examiner (0580)
Agency: National Credit Union Administration
Salary Range: $61,695–$85,775/year
Location: Los Angeles, California

As a Credit Union Examiner, you will:
- Plan, conduct, and complete examinations of federally chartered and federally insured credit unions
- Obtain and protect confidential credit union data
- Analyze credit union data prior to examination to identify areas of examination concentration and the persistency of previous problems

Visit us online at
gogovernment.org/business

Learn more about finding a government job or internship in business and finance and about:

- The Application Process
- Federal Agencies
- Pay and Benefits
- Writing a Federal Resume
- Security Clearances
- Searching for Positions
- USAJOBS.gov
- Internships
- Employee Profiles

go gov