

## **Welcome to HHS and FDA Virtual Hiring Event Closed Captioned Transcript from Video**

>> Hi. And welcome to the US Department of Health and Human Services and good administration first virtual hiring event being broadcast from FDA's White Oak campus. I'm Michael Kawczynski project manager and diversity host for today's hosting. We're honored that so many of you chosen to the dismay in our event today. We have by two welcome you to next two hours working at HHS and FDA us in any of our 11 divisions. Our experts will walk you step-by-step through the essentials of the fire -- federal hiring process. You will hear from a partner organizations about the importance of utilizing the services but most importantly at the end of the day we will be providing all of you these resources. So if you determine that you would like to join our family at HHS you will have the skills necessary tools to put your best foot forward. A while back I was informed of an opportunity to apply independent hiring event for people with disabilities here in DC. Coming from Wisconsin and being disabled I would never have been able to attend if it wasn't for the support I received from my vocational rehabilitation counselors. Who believed in my abilities and felt I had the skills necessary to be successful. It was from that event in DC that I learned about working at the federal government and was provided an opportunity to work at the national Institute of health the Department of Health and Human Services. If not given the opportunity to attend that event I would not have had an opportunity to be here today. Assisting all of you in providing you the tools you need to be successful. Knowing that there is an amazing amount of talent from all of the country with our veterans and people with disabilities we're working very hard to create a means in which they can take the concept of the hiring events to the next level. To make them accessible to everyone right to make comfort of their home. Through virtual hiring you get some same opportunities I had a much more. So I hope you enjoyed today's presentations but more importantly use the information we provide you and take time to research and develop your resume package and when you take those extra steps you will find the door of opportunity remains much wider. I want to first before we start go over today's agenda. In front of you will see how we have outlined all the today's activities. We will be starting the course with opening remarks. I will briefly be going over how to use Adobe -- Adobe Connect. We will hear a message from Antonio areas of office of human resources at HHS, and mission or from the commissioner from FDA. The reasonable accommodations from the line of -- Eli McCall well acting director of our EO, training the note -- new versions of [ Indiscernible ] HR specialist. Reviewing a vacancy announcement by Ramona Ramsey and take a little break. And go over a fine for the positions and notifications from the -- dealing Atkins. Or run a Ramsey will do a summary on USA jobs and then Ramona and I will go over developing and mastering your federal resume. You will have a message from Tim Holden our a mission-critical position at HHS and FDA. We will have interview tips from Rwanda Caldwell. I will do my what a virtual interview will look like. You hear from our partners recap, Wounded Warriors project and veterans administration. We will answer your questions and close today session. I want to thank everyone for attending today and

we look forward to participating in more of these events in the future. So let's get started and thank you much.