



Editor: Ed Hollingsworth



MEDICAL SERVICE CORPS

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Another day has dawned and Summer 2007 is well under way. How wonderful it is to be here and able to share the blessings of this great nation with those who are such an important part of my life. I am thankful to be an American. I am especially thankful that I have been blessed with the privilege of living in this wonderful country and to serve her for so many years.

I promised to have "The Summer MSC Warrant Officer" out before August 1, and I just might make it. No change, things at the Hollingsworth home are busy and sometimes hectic. We are approaching the mid point of the landscape project for our new home and I am ready for it to end. It will be a nice day when I look outside and not see contractors with their trucks parked in front of my home.

Some time ago I asked for input from our ranks to contribute articles for this publication. I am happy to report that our long time friend, Joe McClain, is our first contributor. Joe's article titled, **Job Search - Selling You!**, is one I think you will enjoy and appreciate. Those of us, who have had the privilege of knowing Joe, know he is a man upon whom we can depend. He does not disappoint in this article. Thank you Joe! Your input will be greatly appreciated. Send your article to me at ed2rie@cox.net.

I was privileged to attend the MSC 90th anniversary ball at St. Anthony's Hotel in San Antonio, June 22. It was good to visit with and share experiences with both active duty and retired MSC Officers. We had a grand time. Please see the pictures below.



Linda and Ed Hollingsworth



Ed Hollingsworth and BG Sheila Baxter

Remember the next MSC Reunion will be at the Doubletree hotel in San Antonio, September 25 - 27, 2008. We had a good Warrant Officer representation at the 2006 reunion and hope to improve on that in 2008. I believe each participant enjoyed the event and the opportunity to visit with old friends.

Please take a look at the note in the Last Name cell in the attached MSC WO roster.

Respectfully:

Ed Hollingsworth

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Please read this and make a copy for your files in case you need to refer to it someday.

The following is offered as suggestions to protect you and your money if your wallet and personal information is stolen. Identity theft is real and can happen to anyone.

1. You may not want to sign the back of your credit cards. Instead, consider writing "PHOTO ID REQUIRED" in the space reserved for your signature.
2. When you are writing checks to pay your credit card accounts, DO NOT put the complete account number on the "For" line. I put the name of the credit card account in this space, i.e. Visa, Ed. If you normally put your credit card number in this space I suggest you use the last four numbers of the account. The credit card company knows the rest of the number, and anyone who might be handling your check as it passes through all the check processing channels won't have access to it. If you suspect your check is missing, lost in the mail, stolen, etc. notify the bank immediately.
3. Put your work phone number on your checks instead of your home phone number. If you have a P.O. Box uses that instead of your home address. If you do not have a P.O. Box, use your work address. Never have your Social Security number printed on your checks.
4. Place the contents of your wallet on a photocopy machine. Do both sides of each license, credit card, etc. You will know what you had in your wallet and all of the account numbers and phone numbers to call to report the theft. Keep the photocopy in a safe place. Credit card companies may cancel the credit card and immediately reissue a new one. Do not forget to call the DMV to report a stolen driver's license. Keep a current list of toll free telephone numbers for each credit card company. You will want the list to contain the type of card, i.e. credit or debit, name on the account, account number, and expiration date. It is wise to inform the credit card company the date and place you last used the card.
5. File a police report immediately in the jurisdiction where your credit cards, etc. were stolen. This proves to credit providers you were diligent, and this is a first step toward an investigation (if there ever is one).
6. Call the 3 national credit reporting organizations immediately to place a fraud alert on your name and also call the Social Security fraud line number, 1 800 269 0271. I had never heard of doing that until advised

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by a bank that called to tell me an application for credit was made over the Internet in my name. The alert means any company that checks your credit knows your information was stolen, and they have to contact you by phone to authorize new credit.

If you procrastinate and do this until days after the theft it may be too late and severe damage may have been done.

Call the following telephone numbers to report the theft.

- 1.) Equifax: 1-800-525-6285
- 2.) Experian (formerly TRW): 1-888-397-3742
- 3.) Trans Union: 1-800-680-7289
- 4.) Social Security Administration (fraud line): 1-800-269-0271

It is essential that you remain diligent regarding your wallet and its contents. Your military ID card and, (if you are of age) your Medicare card both contain your Social Security number. Since it is probably necessary for you to carry these cards in your wallet. If you had a ATM card in your wallet, notify your bank immediately.

Monitor your credit reports once each year.

If you suspect ID theft, call the FTC ID Theft Hotline, 1 877 438 4338

Do not give your social security number to any government agency without reading the privacy act notice to determine how it will be used and consequences of not providing it. The same applies to businesses in the private sector.

Opt out of credit bureau marketing lists fro credit cards. You can do this with one telephone call to 1 888 567 8688

Do not carry a copy of passwords in your wallet.

Keep a close eye on your wallet/purse while in public places and at work or be confident it is in a safe place.

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Job Search - Selling You!

by Joseph P. McClain, US Army CW3 retired

I am writing this article for my fellow officers who are preparing to make the transition from a military career to a career as a civilian. I am not going to claim to be an expert or that the information that I share with you is the only way you will be successful. I can only say it worked for me in the past and that many who say they are experts believe it can help.

You are, as President Truman said, “Where the buck stops” when it comes to your life decisions therefore the following information I will provide you but the responsibility for success is yours.

After having said all this in the world of jobs and careers, I believe that when we put our selves on the open market, we are saying that our behavior and actions are for sale or better yet for rent. Yes, we are selling our skills and renting our behavior for a period of time to be used at the buyer or renter’s discretion. We are setting limits on what and how we will behave for money. How much we are willing to make depends on us. What we are willing to do and our skills and abilities to do this.



We will start with three assumptions.

1. We have skills and abilities.
2. Someone wants to buy these skills and abilities.
3. We are looking for a service position in an industry that is germane to our skills and abilities

If you have decided that you are tired of what you have been doing during your military career and you want to embark on something new and different then although some of the following information may help. I am not gearing this towards those particular needs.

OK! Let’s get started!

1st Where Do I Find the Job That I Want?

The Five Worst Ways to Try To Find Those Jobs That Are Out There

1. Mailing out resumes to employers at random.

This method has a 7 % success rate that is; out of every 100 job hunters who use this method, 7 will find a job. 93 job hunters out of 100 will not find the jobs that are out there—if they use only this method. (One study revealed there is only one job offer for every 1470 resumes floating around; another study puts the figure even higher one job offer for every 1700 resumes floating around. Would you take an airplane, if you knew only one out of 1700 got through, to their destination?)

2. Answering ads in professional or trade journals

This method also has a 7% success rate—that is, out of every 100 job hunters who use this method, 7 will find a job. Ninety-three job hunters out of a hundred will not find the jobs that are out there—if they use only this method.

3. Answering non-local newspaper ads

This method has a 10% success rate—that is, out of every 100 job hunters who use this method, 10 will find a job thereby. Ninety job hunters out of a hundred will not find the jobs that are out there—if they use only this method.

4. Answering local newspaper ads.

This method has a 5 to 24 % success rate—that is, out of every 100 job hunters who use this method, between 5 and 24 will find a job. 76 to 95 job hunters out of 100 will not find the jobs that are out there—if they use only this method. (The fluctuation in range is due to the level of salary that is being sought; the higher the salary being sought, the fewer Job hunters who are able to find a job using this method).

5. Going to private employment agencies for help.

This method also has a 5 to 24 % success rate, again, depending on the level of salary that is being sought which is to say, out of every 100 job hunters who use this method, between 5 and 24 will find a job thereby. 76 to 95 job hunters out of 100 will not find the jobs that are out there—if they use only this method. (It should be noted that the success rate of this method has risen slightly in recent years, in the case of women but not of men: in a recent study, 27.8% of female Job hunters found a job within two months, by going to Private employment agencies.)

Note: The information in this article I came across in 1998. I do not remember the source. However from my personal experience these methods should be the last resort for a career person who is seeking a new position. The best way is through friends and contacts which I will mention in future articles.

For most people, the job market offers traps, blind spots, false leads, and even mirages which block the way to their goals. Yet, it offers countless rewarding opportunities for those who know their way around it. Regardless of the kind of work you are looking for, here is a critically important point. The best jobs do not necessarily -- or even usually -- go to the best qualified people available. They go to the best qualified applicants for the position. People with the basic qualifications and who know How to Get Hired!

Benjamin Franklin's Grandfather said

"To get promoted you don't have to be the best; you need only to be the least worst of all the known candidates at the time."

According to the Department of Labor reports the growth for jobs that require higher-than-average levels of education and training is expected to outstrip the growth of jobs in general.

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However it is also predicted that many companies will be downsizing and many of the positions eliminated will be middle management. This at times can make it difficult for military retirees who are looking for positions in middle and upper management. Many companies do accept and look for military experience others may not and thrive on upward promotions from within the corporation. When deciding where to concentrate your job search efforts, it is useful to have data on industries which offer the best overall employment prospects for you. There are a large number of government and private publications which offer a wealth of information on outlooks, salaries and growth trends for jobs and industries.

- Occupational Outlook Handbook (Department of Labor)
- Occupational Outlook Quarterly (Department of Labor)
- Projection 2000 (Department of Labor)
- State & Metropolitan Data Book (Dept. of Commerce)
- White Collar Pay (Department of Labor)
- AMS Office, Prof & Data Proc Salaries (Admin Management Society, Wash DC)
- American Salaries & Wages (Dale Research Detroit, MI)
- American Almanac of Jobs & Salaries (Avon Books, NY)

Also you may contact the DOL's Bureau of Labor Statistics Regional Offices in any of the following locations.

Boston	617-565-2327
New York	212-337-2400
Philadelphia	215-596-1154
Atlanta	404-347-4416
Chicago	312-353-1880
Dallas	214-767-6970
Kansas City	816-426-2481
San Francisco	415-744-6600

- ⌘ Many people believe that the best place to find jobs is from want ads, private agencies, public agencies and or school placement. In actuality 5 % of jobs come from the want ads, 1 % from private agencies, 3 % from public agencies and 6 % from school placement. Only a very small percentage of jobs are ever widely publicized. Many jobs are publicized in less obvious ways. However, the fact that all jobs are not widely advertised does not imply any sinister, underhanded dealings by employers either. Most estimates place the number of "hidden jobs" at about 85 percent of all available openings during any time period. The Department of Labor now places the "hidden job market" at about 74 %. The 11 % drop is mainly due to the computerized job search agencies that have proliferated over the last 5 to 10 years on the web and internet.

The Five Best Ways to Try To Find Those Jobs That Are Out There

1. Asking for job-leads from family members, friends, people in the community, and staff at career centers -- especially at your local community college or the high-school or college where you graduated. For military retirees look up military buddies or colleagues that have

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already made the transition. You ask them one simple question: do you know of any jobs where you work --or elsewhere? This method has a 33 % success rate - that is, out of every, 100 people who use this method, 33 will find a job.

2. Knocking on the door of any employer, factory or office that interests you, whether they are known to have a vacancy or not. This method has a 47% success rate - that is, out of every 100 people who use this method, 47 will find a job.
 3. By yourself, using the phone book's Yellow Pages to identify subjects or fields of interest to you in the town or city where you are, and then calling up the employers listed in that field, to ask if they are hiring for the type of position you can do, and do well. This method has a 69% success rate that is, out of every 100 job-hunters or career - changers who use this method, 69 will find a job.
 4. In a group with other job-hunters, using the phone book's Yellow Pages to identify subjects or fields of interest to you in the town or city where you are, and then calling up the employers listed in that field, to ask if they are hiring for the type of position you can do, and do well. This method has an 84% success rate - that is, out of every 100 people who use this method, 84 will find a job.
 5. Professional organizations, trade shows, seminars and networking with people of your particular skill group. This is especially helpful if you are already employed in your specialty and are looking to broaden your horizons. The chances of finding a position using this method is about 50 – 50.
- ⌘ I know what you are thinking! What if you use more than one method? Ah, how brilliant you are, to have thought of that! Thanks to the studies that have been done, we happen to know the answer. In general, as you might suspect, the answer is that the greater the number of job-hunting methods any job-hunter uses, the greater his or her success at finding a job. That fact was uncovered in a study that was done over 25 years ago." Makes sense, doesn't it?
- ⌘ But, a more recent study, published ten years ago, uncovered this strange twist: it is true that the likelihood of your uncovering those jobs that are always out there increases with each additional method that you use, but only up to four. If you use more than four methods, your likelihood of uncovering those jobs that are out there, starts to decrease." Leave it to statistics to screw everything up.

World Wide Web:

I mentioned earlier in this article that the hidden job market has decreased from about 85 % to 74 % over recent years. This is primarily because of the Internet & the WWW Ad-net which is a network that gives access to ads placed by companies throughout the US & is updated twice a week. Some of the sites that provide internet job search are...

- America's Job Bank (www.ajb.dni.us):
- Career Builder (www.careerbuilder.com):
- CareerPath.com (www.careerpath.com):
- JOBTRAK (www.jobtrak.com):
- The Monster Board (www.monster.com):.
- Yahoo Classifieds (www.classifieds.yahoo.com/employment.html): 200,000 listings.

⌘ Networking:

- ⌘ Get a Business Card -- At a minimum include your name, phone & profession.
- ⌘ Whenever you meet someone new, exchange business cards.
- ⌘ Become Active in professional or trade associations.
- ⌘ Get involved with civic, social or religious organizations.
- ⌘ Network on the Internet & WWW
- ⌘ Write your Senator or Congressman

Dear Senator Blank:

*I will be retiring from active duty in the US Army in June of 20—
after completing 20 (or more) years of honorable service for our country.
My family and I are seriously considering on settling in your fine state of
_____ if there are career opportunities available in my
specialty. During my tenure with the US Army I served as -----
-----.*

*If you or your staff are aware of organizations interested in this
specialty your assistance in providing names and locations would be
highly appreciated. We look forward to the opportunity of settling there in
_____.*

Thank you in advance for your time and assistance.

Sincerely

John Doe

The neat thing about doing this is that if you try to get an appointment with an organizational executive it might help to say that Senator Blank told me to contact you for a possible position.

Professional Groups

- è **IEEE**
- è **ASHE**
- è **ACCE**
- è **AAMI**
- è **ASTD**
- è **Military**
- è **Vendors & Manufacturers**
- è **Local Associations**

Job Search Systems Summary

The job search system is not as complex as it might at first appear. You have many people willing to help you move through the job search process. Unfortunately, too many job hunters approach the process without an overall awareness of how the process can work for them. You should set your goals, develop your job search tools, and approach the proper acquaintances and contacts to get yourself into the mainstream of the hidden job market. You have hundreds of contacts who are willing to help you with your plans.

In the next newsletter I will cover preparing and pulling off a successful interview. I am not going to try to tell you how to write a resume because there are several good books out there on the subject. That is not to say that the resume and the cover letter are not important however they only get you the interview. The interview gets you the job. Also if you find your position through the hidden job market the resume is the formality the interview is what sells you. Go to your local book store and purchase the latest edition of "What Colors Your Parachute" Great book on resume and Qualification briefs. The main thing on the resume is to be result orientated. Tell them how good you are as evidenced by. Not just the jobs you held. Holding a job doesn't mean squat. Performing the job well is what generates success.

GOD BLESS AMERICA