

# **FPMI's Mission**

"Attract, develop, and retain an expert staff to deliver quality services to our customers"

Experience with Federal HR needed in the following locations:

**Boston** 

**New York** 

**Atlanta** 

Cincinnati

DC Metro Area

Dallas

**Kansas City** 

Chicago

San Francisco

Denver

Los Angeles

Email resumes@fpmi.com for more information.

Dear Potential & Former Employees,

We are interviewing HR candidates with Federal Government experience for current openings and for anticipated contract awards. Interested candidates should email resumes to <a href="mailto:resumes@fpmi.com">resumes@fpmi.com</a> or directly to the specific positions listed below.

**FPMI Human Resources** 

## **Open Positions**

Click the job title to email your resume.

<u>Federal Human Resource Professional</u>
<u>with Web Content experience - DC</u>

This Federal HR Professional will provide HR expertise in updating and maintaining federal HR information on the agencies web site.

**Union Negotiations Recorder - DC** 

This is a short term position. The employee will attend union negotiations and prepare written transcripts with same day or next morning turn around; Extract and track agreements, taskers, action officers, and due dates; and Prepare documents using MS Word, Excel, & PowerPoint.

All Federal
HR Professionals
interested in being
considered for
employment with FPMI
are encouraged to send
resumes to

## SR. HR Specialists - DC

Federal staffing and classification experts will provide consultant and advisory services to senior agency and HR officials on staffing and placement options, alternatives and qualification requirements of positions to be filled. These position require a Bachelor's degree

## **Benefits Specialist - DC**

### **Benefits Specialst - Northern VA**

Provide assistance, explanation and guidance to federal employees in the area of retirement and benefits counseling.

## **Staffing Specialists - Arlington, VA**

The Staffing Specialist will provide management with consultant services in the area of recruitment and staffing. Candidates must have QuickHire, DEU and MPP experience.

#### **HR Assistant - Arlington, VA**

#### **HR Assistant - DC**

The HR Assistants will code and process personnel and payroll actions using a front end system and finalize in NFC. Candidates must have a minimum of three years federal experience.

### **Federal Recruitment Specialist - Las Vegas**

Federal Recruitment Specialist - Raleigh, NC

#### Federal Recruitment Specialist - Cincinnati

Recruitment Specialists perform the full range of federal recruitment and staffing functions for competitive and excepted service appointments, scientific, engineering, administrative, technical, and clerical series. They will develop job analysis and crediting plans, prepare vacancy announcements using OPM's

Are you retiring from the

Federal Government soon or do you know someone who is?

Email us at resumes@fpmi.com

to learn about opportunities for Federal retirees.

Have a colleague or friend you would like to receive FPMI notifications?

Send contact information to resumes@fpmi.com

Visit

www.fpmi.com for a complete listing of available positions and to apply online.

**Classification Specialist - Las Vegas** 

USAJOBS and prepare written reports and evaluations.

Classification Specialist - Raleigh, NC

Recent Federal
Government
retirees, email
resumes@fpmi.com

to learn about our job opportunities.

Classification Specialists will develop and classify scientific, engineering, administrative, technical, and clerical positions, and develop newly created positions, in accordance with OPM regulations, procedures, and guidelines.

**ER Specialist - DC** 

Full time position on site at federal agency in DC. Extensive administrative and grievance experience required.

Click the job title to email your resume and apply for the specific position.

In anticipation of expanding contract awards, FPMI is looking for applicants with Federal HR experience in Staffing, Classification, Personnel or Payroll processing for the following locations:

- Atlanta
- Boston
- Chicago
- Cincinnati
- Dallas
- DC
- Denver
- Kansas City
- Los Angeles
- New York
- San Francisco
- Virginia

If you have federal HR experience and are interested in learning more about these positions, please email resumes@fpmi.com.