



# JJ HOWARD & ASSOCIATES

CAREER STRATEGIST & REINVENTION SPECIALISTS

## FALL 2021 Career Success Programs

### ALL-INCLUSIVE GOLD PROGRAM

*This is a six-month program.*

Federal Resume

Civilian Resume

Cover Letter

Career Coaching Sessions

LinkedIn Profile

USAJobs, Indeed, ClearanceJobs, & ClearedJobs Accounts Setup for You

#### Career Coaching Sessions

Some clients choose to meet weekly, and I have others who rarely use the sessions. These sessions are for practicing interviewing, reviewing job offers, asking questions regarding the hiring process, etc. These are by appointment.

#### Emergency Laser-Focused Sessions

I am here to help you reach your career goals. I understand that sometimes an emergency arises between your scheduled coaching sessions, and you may need to speak with me. I will do my very best to answer your call. If I cannot answer the phone immediately, I will return your call as soon as possible.

#### Texting & Calling

I encourage clients to send a text if they have a question that can be quickly answered via text. You may text me Monday through Thursday between 7am EST and 7pm EST.

#### I Job Hunt, and I Apply for Jobs on Your Behalf

Job hunting is completed a minimum of twice a week by me. Some weeks I will be able to find numerous openings, and other weeks I may find nothing. I cannot control job postings. I will never spam your resume to employers. I will apply for job postings you are immensely or highly qualified. On average, you can expect to have your civilian resume submitted to three to five jobs per week. Federal resumes require more work; therefore, you can expect to have one to three resumes submitted in a given week.

#### (1) Update to Your Resumes & (1) Update to Your LinkedIn Profile & Other Accounts

After working at your new job for 90 days, please provide me the information to update your resume and accounts.

**Investment - \$4800**

*Since 2006, I have been turning dreams into reality.*

## TRANSITION RESUME PACKAGE

(1) Federal Resume\*  
(1) Civilian Resume\*  
(1) Master Resume  
(1) Networking Resume\*  
Cover Letter  
LinkedIn Profile Setup  
USAJobs, Indeed, ClearanceJobs,  
& ClearedJobs Accounts Setup  
Video Tutorial - *How to Review Job  
Announcements and Update  
Your Resume & Cover Letter*  
Video Tutorial – *How to Maximize LinkedIn*  
(3) Coaching Sessions  
**\$2100**

## Performance Appraisal Preparation

Contact Me for a Quote

## Strategy Sessions & More

90 Day Program - \$1800  
6 Sessions - \$900  
1 Session - \$175

Apply for Jobs Only – Contact for a Quote

1 Year Retainer – \$400 - this is for my returning client that wants (1) update to your resume & LinkedIn profile, research conducted on your industry w/a written report provided, and career strategy sessions.

## Federal Resume

(1) Federal Resume\*  
Cover Letter  
LinkedIn Profile  
USAJobs, Indeed, ClearanceJobs,  
& ClearedJobs Accounts Setup  
Video Tutorial - *How to Review Job  
Announcements and Update  
Your Resume & Cover Letter*  
Video Tutorial – *How to Maximize  
LinkedIn*  
**\$1750**  
Previous client needing an update w/in 1 year  
of resume written - \$200

## Civilian Resume

(1) Civilian Resume\*  
Cover Letter  
LinkedIn Profile  
**\$450– Entry Level**  
**\$800 – Mid-Level Management**  
**\$1200 – Directors & Executives**  
Previous client needing an update w/in 1  
year of resume written - \$200

## Adjunct Faculty Package

(1) Resume  
Cover Letter  
Teaching Philosophy Essay  
Assemble Package  
**\$1500**

*I am here to reduce the stress and negativity associated with job hunting!*

**Payment Plans Available** – Payment plans may be available upon request.

*\*Each client is unique and deserves a program designed specifically to meet his/her unique needs. I do NOT do cookie cutter resumes or generic resumes. All resumes are written for each specific client and their desired job postings.*

Contact Jaynine **today** at 910-539-2810 or [jjhowardassociates@gmail.com](mailto:jjhowardassociates@gmail.com) if you are ready to

**SEIZE and CREATE OPPORTUNITIES in 2021!**