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NAVY LEAGUE HIRING CENTER

August 2008: Issue 2

Good Wishes,

We hope that this E-newsletter finds you well. This issue includes a follow-up to our article last month on managing your NLHC profile, as well as hiring trends and tips, this month's featured job and more!

Managing Your NLHC Profile

Part II: Using Profile Tools

Now that you have optimized your profile using the tips described in Managing your NLHC Profile Part I: Optimization in the July E-Newsletter, it is time to master your NLHC profile tools to find your ideal job!

To Learn more about the tools and resources in your profile. [Read More](#)

Tips

- Research the company before your interview.
- Practice makes perfect
- Know what type of salary you can expect from the job

Hiring Trends and Tips

Going on job interviews can be extremely overwhelming. You may not know how to deal with the pressure, or know exactly what you need to do to prepare for the interview.



We want you to put your best foot forward. Review our interview check list to assist you in your interview preparation.

[Read More](#)

Featured Job:

Market Manager, US Navy Products

Barry Controls Defense and Industrial, a unit of Hutchinson Worldwide, an industry leader in the design and manufacture of engineered solutions for the control of shock and vibration has an exciting opportunity at our Hopkinton, MA facility. Our diverse and dynamic environment emphasizes both personal and professional growth. We owe our success to our employees who combine their strong technical abilities with business development skills for an exciting and rewarding future. [Read More](#)

Veteran Benefits
The Montgomery GI Bill

The Montgomery GI Bill - (Chapter 30) (also called "MGIB" or "MGIB-AD") is an education benefit that provides up to 36 months of full-time payments to eligible veterans for approved college, business, technical or vocational courses, correspondence courses, apprenticeship/job training and flight training. [Read More](#)

We look forward to your feedback. Please send your comments to navyleaguejobs@idealhire.com.

Thank You,
NLHC Staff

For assistance, please contact the support staff by telephone: 888-581-5395 or email info@idealhire.com.
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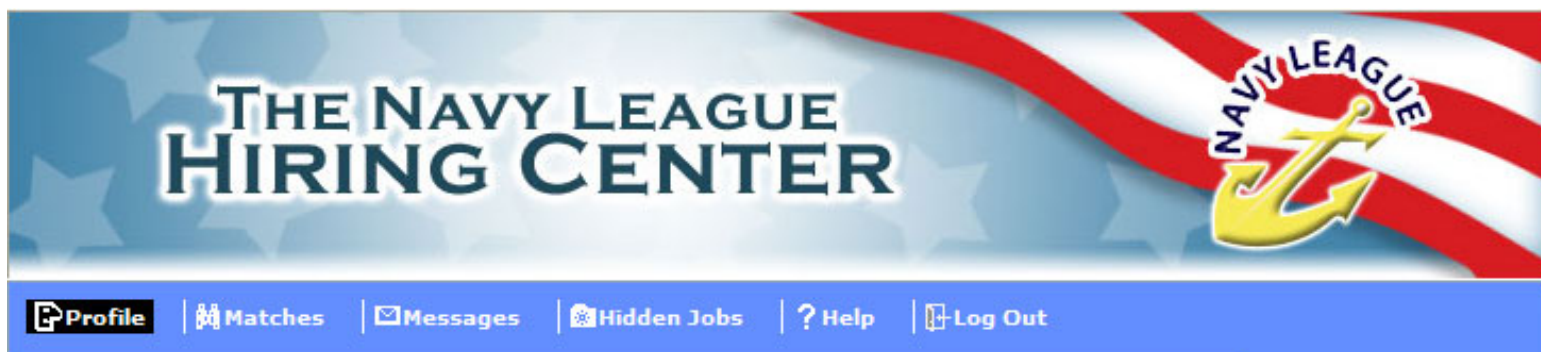


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Managing Your NLHC Profile: Part II: Using Profile Tools

Navigating the Navy League Hiring Center



Profile features shown above

Profile page

The Profile page is the location where all of your selected information is kept. It is in the Profile page that you can document, add, and edit your work history. To learn more about the Profile page, please refer to [Managing Your NLHC Profile Part I: Optimization.](#)

Matches page

When you log in to your NLHC profile, you can access many different tools that will assist you in your job search. First, you can view your Matches page. On this page, you will see all of the posted jobs in the NLHC that you match to. Matching is based on the Skills and Certifications that you have selected in your profile. When employers post a job, they select the skills that they desire in a candidate for the position. Your profiled skills will then be compared, matched and ranked to each position. While viewing a particular job that appears in your match list, you can choose to Inquire, Forward Job, or Hide the job. These options are displayed along the right side of the page of the job you are viewing.

- **Inquire:** Inquiring about the job will send a message to the employer that you are interested in the position and will send a template message that invites the employer to view your profile.
- **Forward Job:** If you see a job in the matches list that looks like a good match for someone that you know, you can choose to forward the job. This will send an email to your desired recipient that shows a link that goes straight to the posted job.

- **Hide Job:** If you view a job in your Matches list that does not appeal to you, you can select Hide job. You can easily view any hidden jobs by clicking on the Hidden Jobs tab on the blue toolbar of the front page.

Message Center

The messaging capabilities are a truly unique feature of the Navy League Hiring Center. Through the NLHC Message Center that is contained in your profile, employers are able to contact you. Also, you can inquire about the jobs that you match to by clicking Inquire while viewing the job on your Matches page. You will be alerted to your designated email address when you receive a message in your message center. However, to reply to the message, you must login to your profile. The message allows you to track which jobs you have applied to, which employers have responded and is also an easy way to keep track of employers' contact information and instructions on the next steps of the application process.

Login Often!

Employers are able to search by most recent logins. The candidates that are considered the most "active" often receive more interest from employers because they appear more available. It is important that you log into your profile often to check messages, update your skills, experience, and contact information, and to be seen by employers. If you utilize the available tools in your profile, you will soon find an ideal career through the Navy League Hiring Center!

Link to your Resume: Personal URL

Your Personal URL is a unique feature provided by the NLHC which is like your own personal website link that you can send to prospective employers. You give them the link, and they can go directly to your career profile! The information that you have entered into your profile is electronically organized into a clear, concise resume. You can print, email or fax the NLHC-generated resume, or you can distribute your Personal URL for the employer to directly access.



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Hiring Trends and Tips

Going on job interviews can be extremely overwhelming. You may not know how to deal with the pressure, or know exactly what you need to do to prepare for the interview. We want you to put your best foot forward. Review our interview check list to assist you in your interview preparation.

Research the company

You should try and research everything you can about the company such as their financial well being, who is in charge, i.e. their management team, what type of product they sell or what it is exactly that they do.

A good way to search is by using the internet to get your answers on the company. Use Yahoo, Google and MSN as your search engines and they will give you pertinent information about the company that you will want to know prior to your interview.

Practice makes perfect

Sit down with a friend or a family member and have them go over some questions with you, from the easy to the hard ones. This way you won't be caught off guard with what they may ask. If you know that there is one question in interviews that always gets you flustered, practice answering that question over and over. You can search for common interview question on the internet as well and use these as a guide for what you may be asked in the real interview.

Know what type of salary you can expect from the job

If the salary is not posted in the job description when you apply for the job, do some research on the internet as to what you can make in salary. You can go to places like <http://www.salary.com> to find out how much the job you are applying for would be worth. This way, when you get the job and you want to negotiate your salary you will have a range in mind of what you can make.

Extra copies

Make sure you have extra copies of your resume and references. Another thing you can do is paper clip a copy of your resume, references and a business card together so they are all in one nice stack and you can give that to the employer when you see them, even though they may already have a copy this way they will have an extra.

If you take a business card, along with your resume, then the employer won't have to shuffle through a bunch of papers to find your resume, they will just see one card that most likely is sitting on the top of the pile or on their desk.

Take samples of work you have done in the past as well, you want your future employer to know that you are capable of the

job you are doing and if you take a professional portfolio of your work then they can see what you have done.

Other miscellaneous things to do:

- Make sure to sleep well the night before your interview. If you eat breakfast it will help wake you up and stimulate your brain.
- Leave early, this will ensure that you don't get stuck in traffic and you arrive to your interview on time.
- Make sure to turn off any electronics you may have with you. You do not want those to go off during the middle of your interview.
- Make sure you look professional when you go into the interview. Dress appropriately.
- Make eye contact with the person that is interviewing you. It will show that you are confident and paying attention to what they are saying.
- Write a thank you note.



NAVY LEAGUE HIRING CENTER

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Featured Job

Market Manager, US Navy Products

Title: Market Manager, US Navy Products

Source: Barry Controls Defense and Industrial

Location: Hopkinton, Massachusetts, 01748, United States

Description: *Barry Controls Defense and Industrial, a unit of Hutchinson Worldwide, an industry leader in the design and manufacture of engineered solutions for the control of shock and vibration has an exciting opportunity at our Hopkinton, MA facility. Our diverse and dynamic environment emphasizes both personal and professional growth. We owe our success to our employees who combine their strong technical abilities with business development skills for an exciting and rewarding future.*

ISO 9001/AS9100/ ISO14001

More information about Barry Controls is available on the Internet at www.barrycontrols.com and www.hutchinsonworldwide.com

Market Manager, US Navy Products

Reporting to the Vice President Sales & Marketing, the Navy Market Manager will be responsible for all marketing activities within the surface and sub-surface market sector; for Barry this includes all surface ship and submarine market segments. The primary charter for this individual will be to develop and execute the strategic marketing plans that will enable the company to profitably grow this business sector.

- Leading and overseeing market research to identify growth opportunities and market share, then developing and implementing tactical plans for prioritizing, pursuing and closing orders
- Researching, identifying and driving new and existing growth opportunities by providing effective, timely and accurate business information. Analyzing and monitoring technological, financial, and defense and industry factors to capitalize on market opportunities and minimize the effects of competitive activity, using this information to

provide direction and support to the sales and engineering teams

- Analyzing the strengths of the solutions provided by Barry Controls, leveraging its expertise to drive further penetration into this targeted market, and, examining, driving and rallying support to leverage upon other Hutchinson businesses, where appropriate, in order to gain business in the United States for Barry Controls
- Working with internal and external customers to understand market demands, quality requirements, cost considerations and impact of new applications and products
- Building and cultivating personal and working relationships with the US Department of Navy and its suppliers to become completely aware of their needs and maximize business opportunities
- Acting as a Project Manager in order to successfully move projects through the organization by Interfacing with and pulling together all functional areas to ensure customer needs are being addressed internally
- Influencing the engineering, operations and support groups to optimize business growth, expenses, orders and profitability
- Ensuring quality and timely delivery to all clients

Requirements include:

- Bachelor of Science degree required, preferably BSME or technical discipline; MBA would be a plus.
- Service in the US Navy, a must.
- Qualified candidates must also possess:
 - Strong fundamental marketing skills with the ability and foundation to develop strategic marketing plans. Experience in product market management within the ship and sub-surface ship industry.
 - Exceptional leadership required to drive projects and rally support behind his/her ideas; ability to earn credibility at all levels of the organization; acting as Internal Champion and advocate for customers in targeted markets.
 - Understanding of the key decision drivers in a custom engineered solution, marine- surface and sub-surface market sector. Expected to “hit the ground running” specific to this targeted market
 - Experience in a high-impact position. Ability to think analytically and strategically in order to effectively define problems, collect data, establish fact, draw conclusions and implement solutions.
 - Knowledge of FARS/DFARS and DoD Contract requirements

- Awareness of AS 9100/ISO 9001 requirements

In addition to the above requirements, the individual must be a self-starter and able to function autonomously. Critical skills include: multi-tasking, organization and prioritizing. The incumbent should possess a high level of endurance, be persistent, be someone who stands by his or her convictions, a salesperson of ideas, with a strong work ethic and ability to install a “we can get it done” attitude. Must be a US citizen or permanent resident of US.

*Interested and qualified internal candidates should send resume in MS Word format with salary requirements to: mkt.mgr@barrycontrols.com
EOE, M/F/V/D, Travel 33%*



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The Montgomery GI Bill

What is the Montgomery GI Bill?

The Montgomery GI Bill - (Chapter 30) (also called "MGIB" or "MGIB-AD") is an education benefit that provides up to 36 months of full-time payments to eligible veterans for approved College, Business, Technical or Vocational Courses, Correspondence Courses, Apprenticeship/Job Training and Flight Training. MGIB-AD (Chapter 30) may also be used to reimburse you for taking certain VA-approved national tests and tests for licensure or certification.

If you have specific questions about your MGIB-AD (Chapter 30) account, please contact VA using the "Ask a Question" tab (in the Questions and Answers section of the web site) or by calling 1-888-GIBILL-1 (1-888-442-4551).

Search for approved education programs: [Institution Search](#).