



VETERANS' EMPLOYMENT & TRAINING SERVICE  
UNITED STATES DEPARTMENT OF LABOR

# Employment Fundamentals of Career Transition (EFCT)



## COURSE DESCRIPTION



EFCT is a one-day foundational workshop that introduces essential tools to help you find success in your job search. Learn how to set yourself apart from other applicants and make a memorable impression on employers.

## COURSE PREREQUISITES

No prerequisites. However, EFCT content does refer to completed DoD Transition Day modules—Managing Your (MY) Transition, Military Occupational Codes (MOC) Crosswalk, and Financial Planning for Transition, as well as the in-progress Individual Transition Plan (ITP).

## COURSE OBJECTIVES

- Identify typical actions to get a job.
- Align employment expectations with personal needs and goals.
- Discover resources to help you search for jobs and find employment.

## WHAT TO BRING TO CLASS

- Verification of Military Experience & Training (VMET)
- Performance evaluations
- Military and college transcripts
- MOC Crosswalk Gap Analysis
- Laptop or notebook (if allowed)

## RESOURCES

- [DOL VETS TAP](https://dol.gov/agencies/vets/programs/tap)  
[dol.gov/agencies/vets/programs/tap](https://dol.gov/agencies/vets/programs/tap)
- [My Next Move](https://mynextmove.org)  
[mynextmove.org](https://mynextmove.org)
- [CareerOneStop](https://careeronestop.org)  
[careeronestop.org](https://careeronestop.org)
- [ApprenticeshipUSA](https://apprenticeshipUSA.gov)  
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## HOW TO ENROLL

**Classes are offered in person, instructor-led virtual, or self-paced online.**

Find Transition Assistance Program classes near you, along with requirements, prerequisites, and additional information, at [TAEvents.mil](https://TAEvents.mil).