**Seeking and Negotiating for Employment**

**WORKBOOK**

**Exercise: Analyzing Seeking and Negotiating for Employment/STOCK Act Notifications**

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| **Scenario** | **Seeking Employment** | **Duties Affect Prospective Employer** | **Negotiating**  **Notification** | **Recusal Notification** |
| 1. A Government auditor in a departmental IG office is auditing the accounts of a particular contractor. While at the contractor's headquarters, the head of the contractor's accounting division tells the employee that his division is thinking about hiring another accountant. The Government auditor expresses interest in the position and asks if he would be qualified for the job. |  |  |  |  |
| **Scenario** | **Seeking Employment** | **Duties Affect Prospective Employer** | **Negotiating**  **Notification** | **Recusal Notification** |
| 2. A senior political appointee at a large department receives a telephone call from the managing partner of an international law firm. The managing partner asks if the official would be interested in coming in the following week for an exploratory job interview. The senior appointee responds, “Maybe, let me think about it.” |  |  |  |  |

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| 3. An SGE with the National Science Foundation has been approached by an NSF grantee about a possible consulting contract. The SGE indicated general interest in the consulting work, but only after his grant review work at NSF is completed. |  |  |  |  |

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| 4. A retiring senior employee at the FDIC who is responsible for overseeing the promulgation of rules regulating all the member banks has mailed an unsolicited letter to a member bank offering her services as a contract consultant once she leaves Government service. |  |  |  |  |

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| 5. The same senior FDIC employee above has also entered into discussions with a publisher about a possible contract to begin writing a textbook after she leaves Government service. |  |  |  |  |

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| 6. A FEMA employee is responsible for setting up conferences and meetings across the country. For an upcoming conference in Baltimore, three hotels responded to FEMA’s request for proposal (RFP): the Marriott, Grand Hyatt, and Crowne Plaza. The planner is deciding which of three hotels will host the conference. Two weeks ago, she sent her resume to every hotel in the Baltimore area, including the three respondents. She has not heard from anyone yet. |  |  |  |  |