



SUSAN CUSTARD

Susan Custard has a long history of successfully coaching clients, leveraging both project management and goal-focused strategies. As a business and job coach, she works with clients to conduct comprehensive career management reviews, creating a focus on identifying and achieving their career goals. Susan has coached clients in career transition at all levels from entry-level to the C-suite.

Using her broad knowledge of occupations, goal-setting techniques, and counseling, Susan is able to customize her coaching to help her clients take the most productive steps in achieving their career goals. Whether identifying personal goals or potentially developing or surfacing new or unused skills while planning career moves, she assists clients in creating and implementing job search strategies, finding new employment opportunities, providing feedback on résumés or cover letters and strategizing for a successful job interview. (Susan brings outstanding interview training to clients with her expertise in behavioral interview training.) Susan also holds workshops; assists clients in building and sustaining networks; and provides guidance in the effective use of social media to further expand job search strategies and maintain relationships to actively promote life-long career opportunities.

Expertise

- Career and Transition Management
- Change Management
- Executive Coaching
- Career Management Strategy
- Résumé Development
- Interview Preparation
- Strategic Career Planning
- Federal Employment Strategies

Achievements

- 40 years of HR experience, consulting with organizations and employees on complex staffing and placement issues, including development of career transition, career management, and outplacement services.
- Certified by SHRM as Senior Professional in Human Resources.

Education

B.S., Business Administration, College of Charleston, Charleston, SC.

Memberships

Member, Society of Human Resources Management

Member, Governor's Employment Advisory Board, State of Oregon

Publications

Author, "Managing the Maze" series, Blue Dragon Publishing:

- "Your Senior Executive Service Application"
- "Your Guide to Position Classification and Position Management"
- "Your Guide to Position Management."

Author, Chapters 16 and 24, Senior Executive Service, Writing ECQs, *Federal Resume Guidebook, 4th Edition*.

Author, Chapter 12, Writing a Federal Human Resources Federal Resume, *The Federal Resume Guidebook, 4th Edition*.



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