Federal Hiring

Overview

Federal Recruitment and Hiring

Federal recruitment and hiring process is similar to the private sector, but with some different requirements

People are recruited, hired, retained, and promoted based on their competencies and job performance, not on who they know

Key Eligibility Requirements

- ✓ U.S. citizen or U.S. national
- ✓ Males born after 12-31-1959 must be registered for or exempt from Selective Service

- ✓ Relevant experience or education
- ✓ Résumé and supporting documents
- ✓ Suitable for Federal employment as determined by a background investigation

Decentralized Recruiting and Hiring

Federal agencies do their own recruiting and hiring and applicants apply to specific job openings

Jobs in the competitive service must be posted on USAJOBS.gov

Veterans' Preference

Veterans' preference:

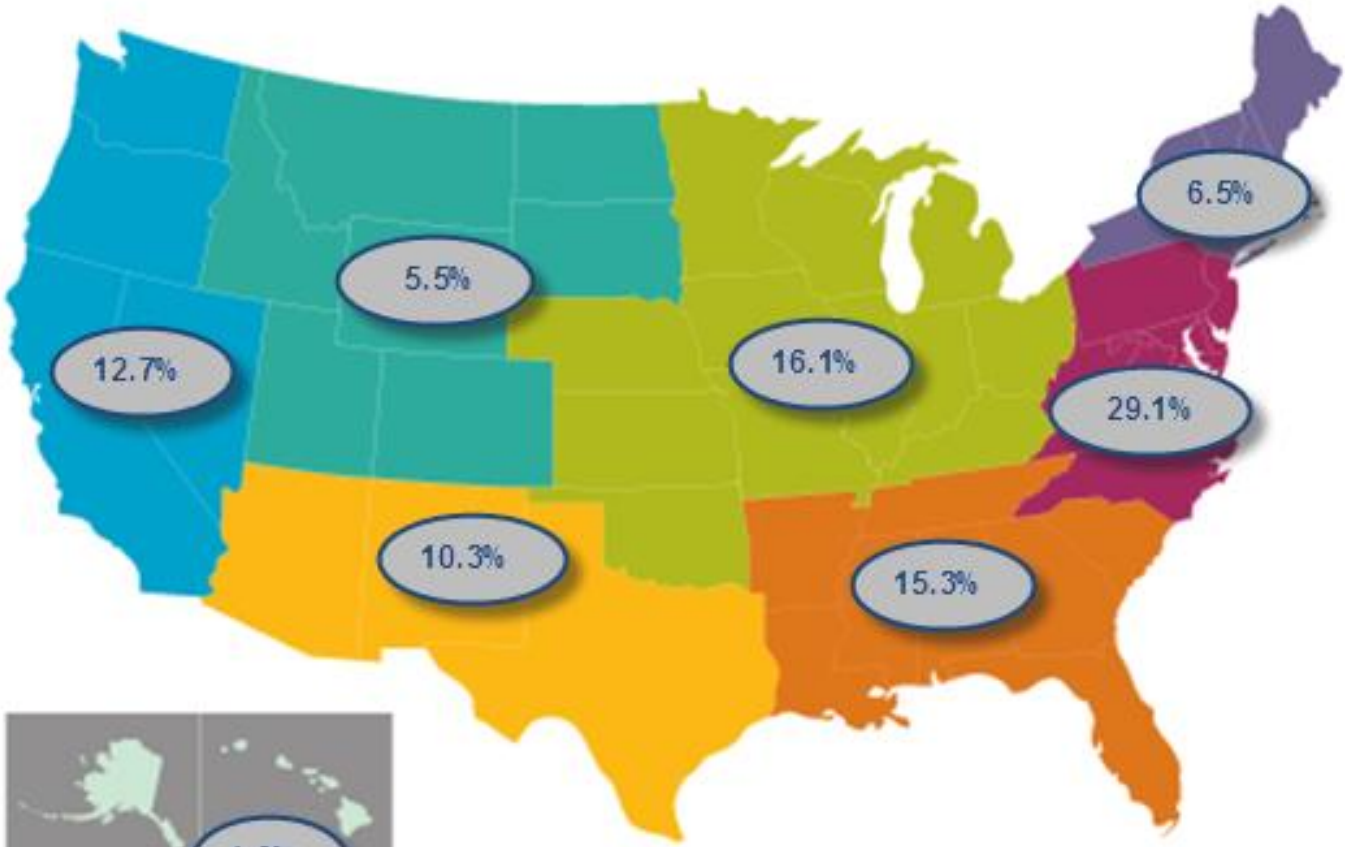
- Is applied to eligible veterans who meet the qualification requirements for the job and who pass the selection assessment(s)
- Does not guarantee the veteran a job

Background Investigation

Most individuals selected for Federal positions undergo a basic background investigation to determine suitability for Federal employment

Jobs that include access to classified information require a security clearance, which requires a more intensive background investigation

Percentage of Federal Jobs by Location



In addition, approximately 54,000 Federal employees work overseas.

Source: OPM's EHRI-SDM October 2012

Federal Mission Critical Occupations

Most job openings are expected to be in the mission critical occupations below:

OCCUPATION
Medical and Public Health
Security and Protection
Compliance and Enforcement
Legal
Administration/Program Management
Accounting and Budget
Information Technology
Business and Industry
Engineering
Transportation

Federal Pay and Advancement

General Schedule (GS) is the primary pay scale with grades 1-15; other pay systems exist

Pay varies by geographic location

Many jobs include potential for progression through several grades based on successful performance

Selected 2012 Starting Salaries

City	GS-5	GS-7	GS-9	GS-11
Atlanta	$32,722	$40,534	$49,581	$59,987
Chicago	$34,316	$42,508	$51,995	$62,909
Dallas	$33,101	$41,002	$50,154	$60,681
Los Angeles	$34,881	$43,208	$52,852	$63,945
New York City	$35,309	$43,738	$53,500	$64,729
San Francisco	$37,073	$45,923	$56,172	$67,963
Washington, DC	$34,075	$42,209	$51,630	$62,467
Rest of U.S.	$31,315	$38,790	$47,448	$57,408

Where to Look: USAJOBS.gov

Where to Look: USAJOBS.gov

Federal Government's official employment information system

- Lists more than 30,000 Federal jobs daily, worldwide
- Updated every business day
- Allows applicants to build and store up to five résumés
- Allows job seekers to apply online for most jobs

Where to Look: USAJOBS.gov

Is accessible for people with differing physical and technological capabilities: computer, telephone, TDD (telephone for the deaf) 24 hours a day, 7 days a week

Provides information about Federal agencies and Federal employment

Students and Recent Graduates

Presidential Executive Order 13562 created Pathways Programs to recruit, hire, develop, and retain students and recent graduates

- Internship Program
- Recent Graduates Program
- Presidential Management Fellows (PMF) Program

PATHWAYS
FOR STUDENTS & RECENT GRADUATES TO FEDERAL CAREERS

Students and Recent Graduates

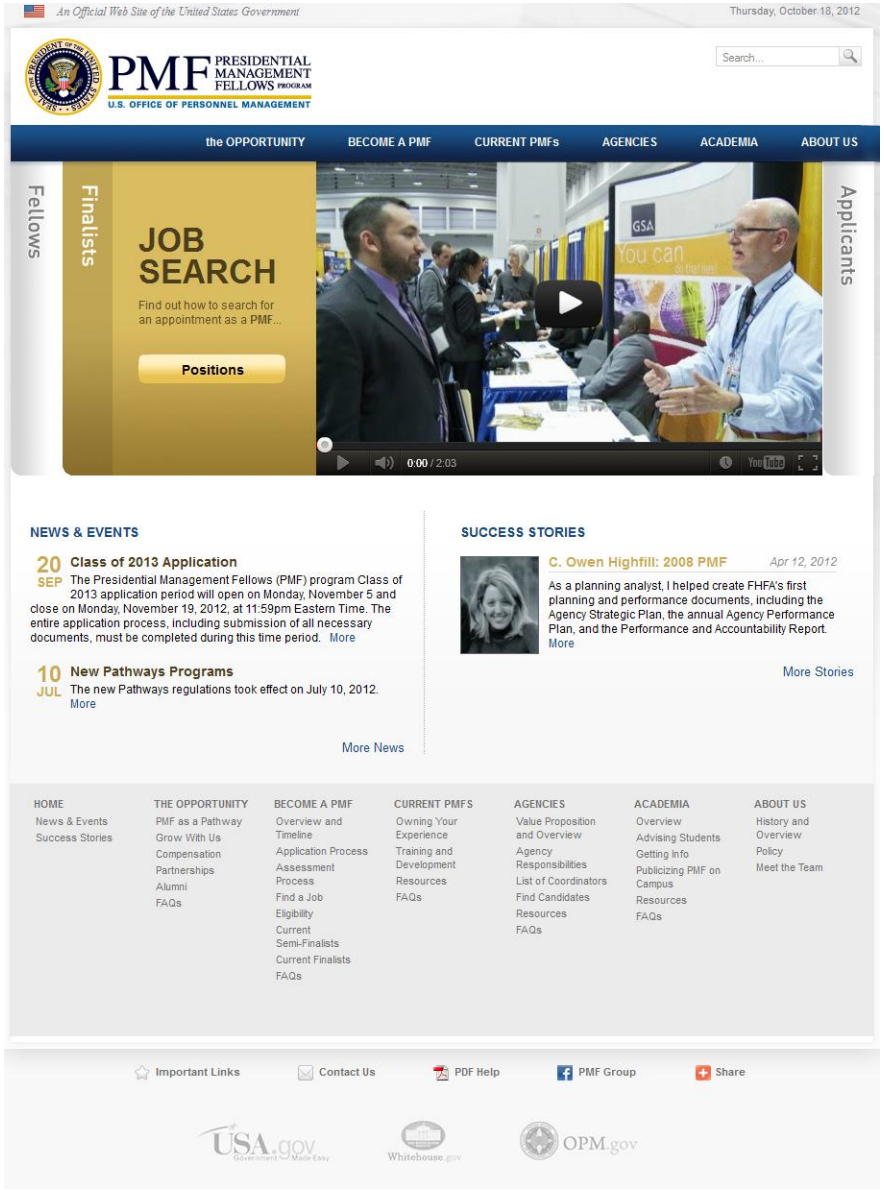
Pathways Programs offer:

Paid internships for students

Careers for recent graduates

Training and career development for individuals starting their Federal careers

Finding Pathways Programs Positions



PMF Program opportunities announced annually on USAJOBS, late summer/early-fall

For information about the PMF Program, go to www.pmf.gov

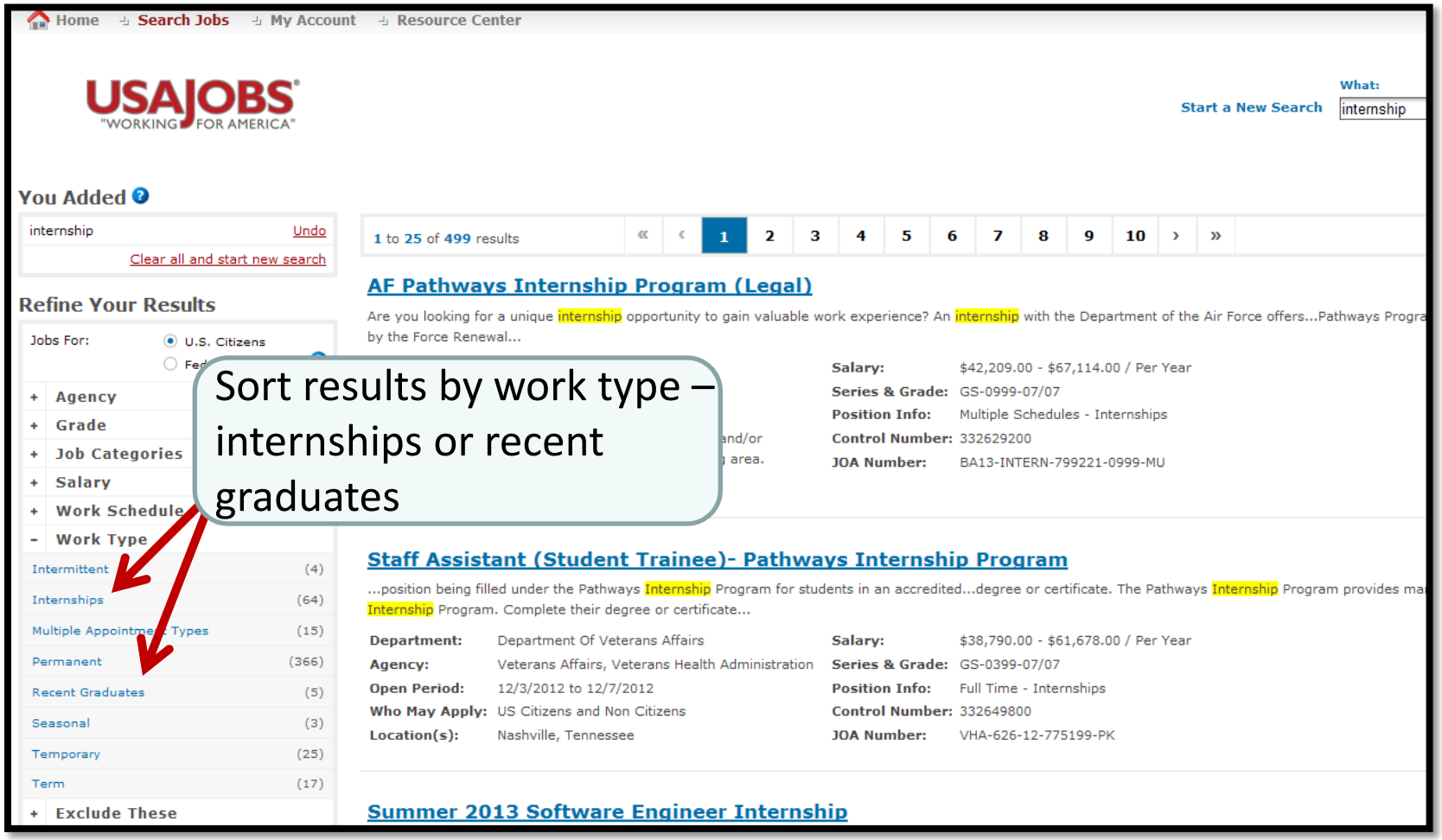
Finding Pathways Programs Positions

Pathways Programs positions are posted on USAJOBS.gov

Finding Pathways Programs Positions

Students and Graduates Page of USAJOBS

Finding Pathways Programs Positions



Individuals with Disabilities

Schedule A Hiring Authority –

Eligible applicants with a disability who meet the qualification requirements for the position may be hired under a special hiring authority, Schedule A

3 categories of Schedule A eligibility – an applicant must have one of the following:

— Intellectual disability,

— Psychiatric disability, or

— Severe physical disability

Individuals with Disabilities

Search on USAJOBS for a job that interests you

Pay close attention to all sections of the Job Opportunity Announcement, especially:

- *Who May Be Considered*
- *Qualifications and Evaluations*
- *How to Apply*

Individuals with Disabilities

If you want to be considered under this special hiring authority:

- State on your résumé you are eligible under the Schedule A Hiring Authority
- Select the "Schedule A Disabled" option in your USAJOBS profile
- Be prepared to submit a copy of your
  - *Schedule A* letter, stating you have a disability, and
  - *Certification of Job Readiness* letter, stating you are likely to succeed at the job for which you are applying

Individuals with Disabilities

The *Schedule A* letter and *Certification of Job Readiness* letter comes from:

- A licensed medical professional,
- A vocational rehabilitation specialist, or
- Any Federal or state agency that issues or provides disability benefits
- Can be one document

Veterans

Special Hiring Authorities for Veterans

- 30 Percent or More Disabled Veterans
- Veterans' Recruitment Appointment (VRA)
- Veterans' Employment Opportunities Act of 1998 (VEOA)

FEDS HIRE VETS

America's Veteran - Valued ★ Experienced ★ Trained

Veterans

30-Percent or More Disabled Veterans –

- Veterans with a disability of 30% or more who meet the qualification requirements for the position can be hired under a temporary appointment lasting at least 60 days and up to 1 year

- The hiring manager may convert the veteran to a permanent competitive service position at any time during the temporary appointment

Veterans

Veterans' Recruitment Appointment (VRA) – for eligible veterans who:

- Are disabled
- Have a campaign badge
- Separated from service within the last 3 years
- Have the Armed Forces Service Medal

Veterans

VRA basics:

- Agencies:
  - Are not required to advertise the job
  - Can post a job announcement on their website, on USAJOBS, or both
  - Can select an eligible veteran from résumés on hand or get a referral of an eligible veteran
- 2-year appointment that provides training
- Eligible veterans who successfully complete the 2-year program must be converted to a permanent position in the competitive service

Veterans

Veterans' Employment Opportunities Act (VEOA) –

Allows veterans to apply under merit promotion procedures for a permanent competitive service position

Veterans

Resize Text: + / -

Search... Search

FEDSHIREVETS

America's Veteran - Valued ★ Experienced ★ Trained

The one-stop resource for Federal veteran employment information.

Home | Job Seekers | Hiring Officials | Agency Directory | Multimedia | Success Stories | About Us

looking for a job

- Veterans
  - Veterans' Preference
  - Special Hiring Authorities for Veterans
  - How Federal Jobs Are Filled
  - Education / Training Resources
  - Things You Should Know
  - Useful Links
- Transitioning Service Members
- Family Members
- Frequently Asked Questions
- Calendar of Events

USAJOBS Search

Now that you have information, find a job at USAJOBS.

USAJOBS "WORKING FOR AMERICA"

Share

Share

VETERANS

Information for Veterans

Thank you for your service! Federal jobs are available across our country and around the world. This information will help you understand veterans' preference, how Federal jobs are filled, and unique veteran appointing authorities designed to help you find a job.

Veterans' Preference
Are you eligible? MORE

Special Hiring Authorities for Veterans
Learn about special appointing authorities designed for veterans here. MORE

Test Your Knowledge
of Veterans Preference and Special Hiring Authorities for Veterans. MORE

Things You Should Know
MORE

How Federal Jobs are Filled
Get a head Start! Learn the basics of the Federal hiring process. MORE

Featured Videos

Vet to Vet: Prepare Yourself for a Career with the Federal Government

Education/Training Opportunities
The Federal Government is eager to invest in your education and training. You could find the link to your future. MORE

- Vet Success
- Dept. of Veterans Affairs: GI Bill Website
- Department of Defense: GI Bill Website

Useful Links
Enter here for veteran information and programs across the Federal Government. MORE

- Veterans Affairs Career Exploration
- Careers in National Defense
- Department of Defense Veterans
- www.mil2fedjobs.com

Military Spouses

Military Spouse Appointing Authority –

Agencies may choose to hire eligible military spouses under a special hiring authority

3 categories of eligibility – an applicant must be one of the following:

- Relocating with service member spouse under Permanent Change of Station (PCS) orders,
- Spouse of a service member who is 100% disabled due to a service-connected injury, or
- Spouse of a service member killed while on active duty

Military Spouses

Eligibility time limits:

- 2 years of eligibility from the date of the spouse's Permanent Change of Station (PCS) orders
- Permanent eligibility from the date of the documentation indicating the service-connected disability or death

Military Spouses

Search on USAJOBS for a job that interests you

Pay close attention to all sections of the Job Opportunity Announcement, especially:

- *Who May Be Considered*
- *Qualifications and Evaluations*
- *How to Apply*

Military Spouses

If you want to be considered under this special hiring authority:

- State on your résumé you are eligible under the Military Spouse Hiring Authority
- Select the “Military Spouse” option in your USAJOBS profile
- Be prepared to submit documentation (e.g., copy of spouse’s PCS orders authorizing you to relocate with your spouse, copy of marriage license)

Federal Jobs: Where to Look

www.usajobs.gov
- The Federal Government's official job information website

www.usa.gov
- Includes an agency A-Z index

Federal Jobs: Where to Look

www.fedshirevets.gov
– Information for veterans seeking jobs

https://www.usajobs.gov/StudentsAndGrads
– Jobs for students and recent graduates

Your university's career center

Federal agency websites

Where to Look: Agency Websites

Where to Look: Agency Websites

EPA United States Environmental Protection Agency

Advanced Search | A–Z Index

LEARN THE ISSUES | SCIENCE & TECHNOLOGY | LAWS & REGULATIONS | ABOUT EPA

SEARCH

Careers and Internships

Contact Us | Share

I'm interested in ...

- Looking at job openings
- Applying for a specific job
- Learning more about the EPA

Are you talented and energetic?
Come help us protect the environment!

Every day is Earth Day at EPA -- join us in protecting the environment! Our diverse workforce connects to more than just a career. We share a common passion to promote a cleaner, healthier environment. Discover how exciting safeguarding our natural resources and protecting human health can be. We consistently rank as one of the top federal agencies in which to work, with great benefits and work flexibilities. Find yourself at EPA.

Jobs

- List of current job openings
- How to apply
- Environmental Careers Program
  - an entry-level, intensive two-year program

Student Opportunities

- Internships
- Fellowships
- Student contracting
- onCampus ecoAmbassadors
- EPA at upcoming student career fairs

Recent EPA job announcements

- Deputy Director for Management
- Life Scientist/Environmental Engineer/Physical Scientist, GS-0401/0819/1301-12
- Environmental Protection Specialist GS-0028-12/13
- Deputy Director, Office of Information Collection
- Senior Counsel (International Environmental Law)

All Current Openings || RSS Feed

Sign up to get emails about EPA jobs:

Enter email address | Go

Follow us on Facebook

Follow us on Twitter

Where to Look: Agency Websites

Where to Look: Agency Websites

THE COMMON LAW IS THE WILL OF *Mankind* ISSUING FROM THE *Life* OF THE *People*

THE UNITED STATES DEPARTMENT of JUSTICE

SEARCH THE SITE

SEARCH

HOME | ABOUT | AGENCIES | BUSINESS | RESOURCES | NEWS | CAREERS | CONTACT

Home » Careers

Printer Friendly

CAREERS

The Department of Justice leads the nation in ensuring the protection of all Americans while preserving their constitutional freedoms. As a Justice employee you'll be a member of a team where you can achieve your career goals and apply your skills and talents to our important mission.

Department of Justice agencies post job announcements directly to USAJobs.gov – the one-stop source for Federal jobs and employment opportunities sponsored by the U.S. Office of Personnel Management.

USAJobs.gov allows you to search for openings by location or keyword. You can also search for openings within a specific Department of Justice agency. Become a My USAJobs Member to post and create a resume, apply to Federal Government jobs, and receive automated job alerts.

CURRENT JOBS AT THE DEPARTMENT of JUSTICE

Administrative Specialist, GS 9/11 (EX)
Mon, 3 Dec 2012

Systems Accountant, GS 15 (EX)
Mon, 3 Dec 2012

Materials Handler Supervisor (Warehouse Worker Foreman) (UNICOR)
Mon, 3 Dec 2012

Supervisory Attorney
Mon, 3 Dec 2012

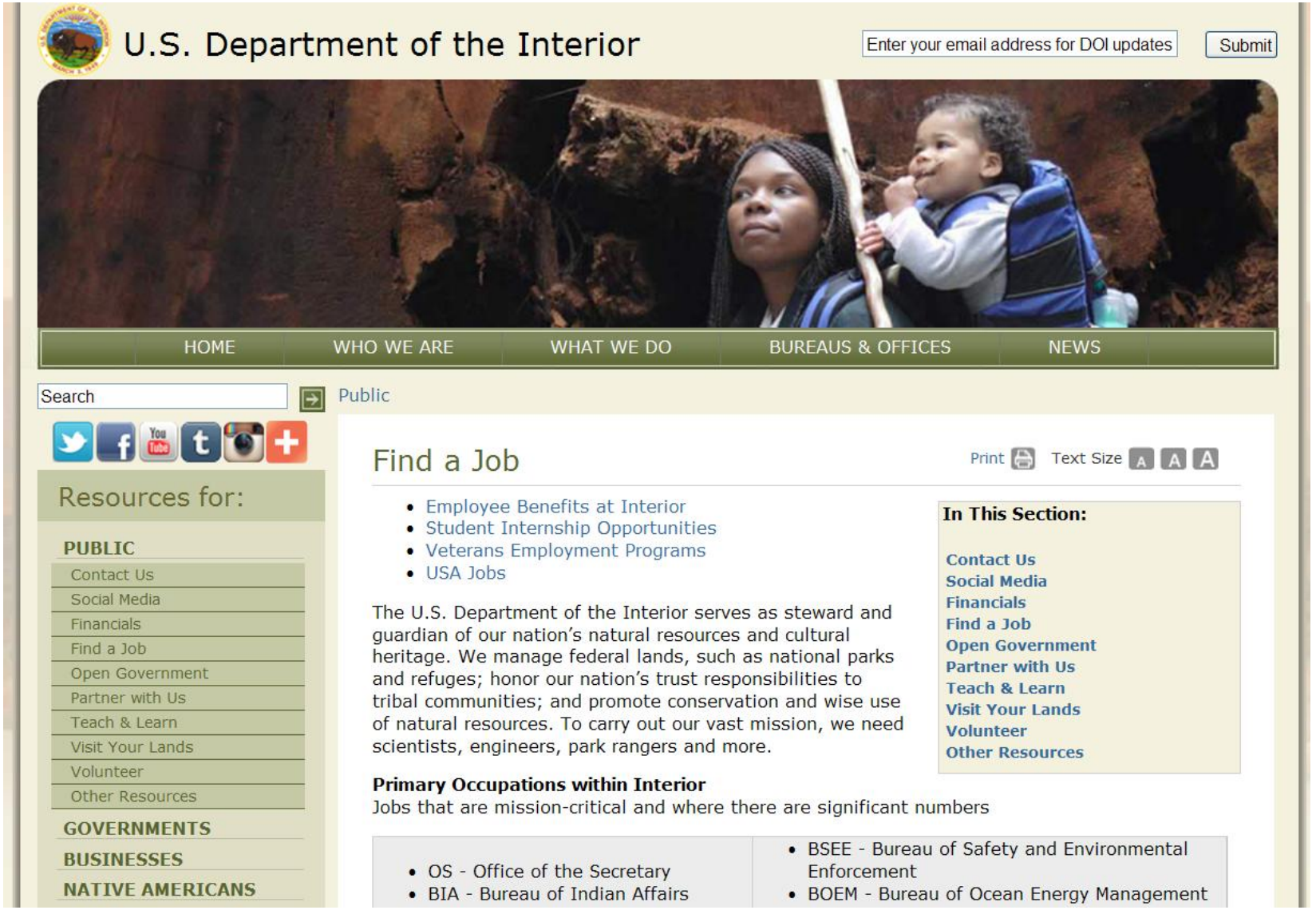
Electronics Technician, GS-13 (EX)
Mon, 3 Dec 2012

IT Specialist (Network Services) GS 12/13 (EX)
Mon, 3 Dec 2012

Dental Officer (Chief, Dental Officer)
Mon, 3 Dec 2012

Immigration Judge
Mon, 3 Dec 2012

Where to Look: Agency Websites



Federal Service

- Hundreds of career fields
- Wide variety of Federal agency missions
- Training and development opportunities
- Promotion opportunity with many positions
- Wide array of benefits (e.g., schedules)

- Opportunity to influence America's future

Overview of Federal Hiring

Questions?