

- APPLICATION DEADLINE IS NOW CLOSED –

LOOK OUT FOR FUTURE OPPORTUNITIES

ITA HQ Rotation Program

ITA is committed to growing and developing its employees. One component of ITA's Career Development Strategy is the Headquarters Rotation Program. This employee development program is a competitive, headquarters wide program that provides headquarters employees with short-term developmental opportunities in a different ITA business unit at Headquarters. The purpose of the program is to enhance employees' skill sets, broaden their knowledge and perspectives on ITA's mission, and expose business units to a talented pool of employees who have not experienced particular types of work.

The rotation opportunities are located in ITA Headquarters and will last between 90 – 120 days. This program is open to headquarters employees at all grade levels and in all occupational series. To learn more about this program and specific eligibility requirements, please review the [rotation program requirements](#).

This human capital improvement initiative was recommended by the Career Development Go-Team and approved by Deputy Under Secretary Michelle O'Neill, as a direct result of employee feedback requesting increased opportunities to grow and develop.

Below are the current ITA HQ rotation opportunities. Please submit your approved rotation application to the ITA Office of Strategic Resources at: ITARotation@mail.doc.gov by **Wednesday, March 11, 2009**. Prior to submitting your application, please speak to and ensure your supervisor approves your participation. In addition, please ensure the appropriate approving official approves your application (based on each business unit) prior to submitting the application. You will be contacted after the deadline to notify you of the next steps (if any).

ITA HQ Rotation Opportunities:

[CFO-Admin Internal Control Review Bank Card Project](#)

[CS OSPRM Program Assistant](#)

[CS OSPRM Program Analyst](#)

[IA Antidumping or Countervailing Duty Investigation or Review](#)

[IA Subsidies Enforcement Office](#)

[MAC Reconstruction and Stabilization Opportunity](#)

[MAC Administrative Assistant](#)

[MAS OTTI Set-up an Outreach and Sales Prospect Program](#)

[MAS OTTI Research and Evaluate Policy Positions to Develop a National Tourism Policy](#)

[OCIO Business Architect](#)

[MAS OTPA OECD Industry Committee Spring Meetings Coordinator](#)

[CS OIO DAS International Trade Specialist](#)

Additional Information

[Frequently Asked Questions](#)

[Rotation Program Requirements](#)



Employee Information

[Rotation Application Form](#)



Host Rotation Supervisor Information

[Proposal Form](#)

For additional information, you may submit inquiries to the ITA Office of Strategic Resources at: ITARotation@mail.doc.gov or call Daniel Shaw on 202-482-1751.

To host a rotation assignment in your office, please contact your Business Unit Resource Coordinator.

Resource Coordinators:

IA: Robert Goodyear

MAC: Tyler Shields

MAS: Robert Pearson

CS: Roger Drexler

OUS: Rita Steele

OCIO: Donna Jackson

CFO/Admin: Towanda Carey