Civilian Recruitment in the 21ˢᵗ Century : A USA Staffing® Briefing for Managers

Why the Change from Resumix?

- Defense Enterprise Hiring Solution
    - A single hiring process and tool used by all components of DOD
    - USA Staffing is an interim solution

- Why USA Staffing was chosen
    - Resumix not favored by other components as a solution
        - Negative stigma to Resumix
        - Resumix is an unsupported software
    - Integrated with USAJobs
    - Supports OPM's end-to-end hiring model
    - Supports Presidential Hiring Reform initiatives

Changes for Selecting Officials

- **Selection Manager**
  - The hiring official's online interface to USA Staffing®
    - ➢ View/share certificate
    - ➢ View resumes & cover letters
    - ➢ Make notes
    - ➢ Annotate/return selection
    - ➢ Track the status of multiple certificates
  - Available online from any location (e.g., TDY)

Changes for Selecting Officials

- **Use of Assessment Questionnaires**
  - Collaboratively selected by HR and hiring officials
    - Part of the Strategic Recruitment Discussion with the CPAC specialist
    - Army has a library or existing assessments
    - Customize for specific vacancy
  - Two Components
    - Eligibility Assessment
      - Tied to area of consideration (Who May Apply)
      - HR confirms eligibility to be hired before referral
    - Occupational Questionnaire
      - Responses determine inclusion in "best qualified" group
      - Assess job related skills, abilities and knowledge
  - Self-reported responses used to determine applicant's eligibility, qualifications and quality of experience

Changes for Applicants

- All Army announcements on ww.armycivilianservice.com and www.usajobs.gov

- Apply through USAJobs/Application Manager
  - Create/store up to 5 different resumes
  - Upload Supporting documentation (e.g., DD-214, SF-50, transcripts)
    - Required at time of application
    - Can be uploaded and reused for future applications
  - Status tracking of all applications
  - View messages sent regarding status

- Respond to assessment questionnaires
  - Instead of Resumix skills matching to resume
  - Clearly indicate the knowledge, skills and abilities specific to the job being filled

Army Deployment Schedule

- Piloting in select locations since March 2010
- Full transition over two years
    - Beginning January 2011
    - Ending April 2012
    - By CPAC
    - NAF and APF HR offices may transition on different dates

QUESTIONS?