



CHCO Academy 2012

Presents:

***Executive Resources During Transition:
How to provide excellent customer service
to Political and Career SES staff***

Tuesday, October 30, 2012

1 pm to 3 pm

Campbell Auditorium, OPM HQ
1900 E Street, NW, Washington, DC

Instructors: Nancy Osborn, HR Specialist, OPM
Nicole Wright, HR Specialist, OPM
Cheryl Ndunguru, HR Specialist, OPM
Gale Perryman, HR Specialist, OPM

Suggested Attendees:

Executive Resources Staff and HR Specialists

Description:

OPM experts from Executive Resources & Employee Development and Recruitment & Hiring will provide agency HR Specialists with important transition information. Attendees will learn about onboarding new executives, policy guidance on onboarding Schedule C employees and noncareer SES members, and the conditions requiring a Qualifications Review Board moratorium.

To Reserve Your Place:

Please *RSVP* by 5PM Friday, October 26th on Eventbrite at <http://CHCOAcademyOct2012.eventbrite.com>

The Academy session will start promptly at 1:00 pm in the Campbell Auditorium at the Office of Personnel Management at 1900 E Street, NW. Please arrive by 12:30 pm to allow time for security screening and check-in.

Questions:

Please contact us at chcoc@opm.gov or 202-606-1722

SAVE THE DATE:

Next CHCO Academy

December 4, 2012

Disability Retirement