The National Geospatial-Intelligence Agency (NGA) is pleased to invite you to apply for a job with our agency and we'd like to help you through the process. You must submit your application online through our eRecruit application system, which is accessible via our www.nga.mil website. If you are interested in multiple job opening announcements, you must apply to each announcement for which you want to be considered.

Eligibility Requirements for Employment at NGA

- U.S. Citizenship
- At least 18 years of age
- Ability to obtain a Top Secret security clearance

Step-by-step application instructions:

- Click **"Careers"** and then "Current Openings" (in the top row of the NGA.mil homepage).
- Review current job opening announcements and their descriptions
  - Be sure to complete and submit your application before 11:59pm EST on the closing date listed.
- Click **"Register Now"** and fill in all requested information. You must register in order to apply for a position.
- Select a Job Title from the list of Current Openings. Click **"Apply"**.
- Check the box to indicate that you have read and agree to the above terms and agreements. Click **"Next"**.
- Click "**Copy/Paste Cover Letter**". Enter Cover Letter text, which is optional but strongly encouraged to highlight your skills and experiences. Click **"Next"**.
- Use the drop-down menu to select your Security Clearance level and/or to indicate your Veteran's Preference. Click **"Yes"** or **"No"** to answer if you are currently receiving a Government Annuity. Click **"Do Consent"** or **"Do Not Consent"** to answer your consent to share your resume. Click **"Next"**.
- Fill in your Employment Preferences and Federal Preferences. Click **"Next"**.
- If you have completed a degree, click **"Add Degree"** and enter in degree information. Click **"Next"**.
- Add any applicable Honors and Awards, Language Skills, or Licenses and Certifications by clicking on the prompts and filling in the necessary information. Click **"Next"**.
- Fill in Other Information. Click **"Next"**.
- Click **"Add Work Experience"** to enter in relevant work experience fill out applicable boxes. You may add more than one Work Experience. Click **"Next"**.
- Use the drop-down menu to choose the appropriate referral source.
- If you choose to you may fill out your Demographic Information, please note this is not required. Click **"Next"**.
- Review your application. Ensure that your package is complete and include any required documentation
- Click **"Submit Application"** to submit your completed application. You will receive an email confirming submission. *If you do not receive an email, your application was not successfully submitted.*

All job openings close at midnight Eastern Time on the close date noted in the job opening text.

To help protect applicant privacy, applications that have been in draft status for more than 48 hours will be deleted from the eRecruit application system. Once an application has been accepted into eRecruit, all personally identifiable information will be deleted and will need to be re-entered if the applicant applies to future job announcements. Applicants will continue to have the ability to view the status of applications submitted within the past 12 months.

Be the Nation's Eyes... Visualize Your Future at NGA!
www.nga.mil/careers