

## Local Developmental Assignment - Plans, Analysis, and Integration Office (PAIO)

Gain an understanding of the PAIO's mission while working with customers to analyze and understand their data. Leverage Systems of Record and A365 to reduce redundancy and increase time savings. Create Power BI products for customers to assist in decision-making, process improvement, and innovation.

- Short term assignment NTE 90 days; work schedule is negotiable
- Tour of Duty 0730-1600

### Competencies of Ideal Candidates:

- Knowledge of A365 suite of tools such as MS Forms, MS Lists, Power Automate, etc.
- Basic data analytics skills
- Basic knowledge of building Power BI/Tableau

### End State Objective:

- Applicant creates visuals to facilitate data driven decisions by managers and senior leaders
- PAIO develops a team of professionals within the Garrison who drive innovation
- Increase communication and broaden employees' understanding of the Garrison

### Eligibility:

- Permanent DA Civilians (AF/NAF) assigned to United States Army Garrison - Fort Campbell

Participation in this program is voluntary and participation can be withdrawn at any time. The employee will be given reasonable duty time for program activities at the discretion of the supervisor. **PARTICIPATION IN THE PROGRAM IS NOT A GUARANTEE OF TRAINING, ASSIGNMENT, PROMOTION, OR CAREER ADVANCEMENT.** All recommended formal training courses and related events are subject to applicable regulations and availability of funds.

Application submission is a commitment from the applicant to complete all program requirements. This may include a commitment of personal time.

**Local Developmental Assignment - Plans, Analysis, and  
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Name:	Branch, Directorate/Agency:
Job Title:	Email:
Phone Number:	Pay Plan, Job Series and Grade:
Career Program/Field - Yrs in CP/CF:	Total Yrs Federal Service:
Highest CES Level (DL/RES/Completed/Wait List):	SDC (Res/On-line):
Supervisor's Name, Title, Email, and Phone Number:	
List any civilian certifications and education level:	
Please summarize your competencies that relate to this opportunity.	
Please list any relevant training you have completed that is related to the desired competencies for this opportunity.	

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Applicants Statement of Interest: Please explain why you are applying for this opportunity, what you hope to accomplish from participating (how does this opportunity help you achieve your goals), and how you can apply the learning experience to better your current organization (return on investment)?

Applicant's Agreement:

I request consideration to participate in this local developmental assignment opportunity. I understand participation is voluntary and I may withdraw at any time. At the discretion of my supervisor, I may be given reasonable duty time for program activities. **My participation in this program is not a guarantee of training, assignment, promotion, or career advancement.**

I certify that the information contained in this application and in the attachments are accurate and reflects my qualifications and desires.

Applicant Signature

Date

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Immediate Supervisor Recommendation:

Describe why you are recommending this applicant for this developmental assignment. What are your expectations of the employee upon completion of this program and describe how your organization will benefit from the applicant's participation?

Immediate Supervisor Endorsement:

I validate that the information provided in this application is correct to the best of my knowledge. I support my employee's application and participation. I understand if selected, that during my employee's involvement in the program, I will provide on-duty time to complete program requirements.

Immediate Supervisor Signature

Date

Recommend Approval/Disapproval (explain any recommendations of disapproval):

2d Line Supervisor (if applicable) Signature

Date

Approved/Disapproved (explain any disapproved decisions):

Director/Activity Chief Signature

Date

**\*Incomplete applications will be returned.**

\*\*Size of above boxes can be expanded to include additional important information.

\*\*\*Forms and any accompanying documents will be forwarded to the Training Integration Branch, Mr. Dana Prins, [dana.l.prins.civ@army.mil](mailto:dana.l.prins.civ@army.mil). Please call 270-412-6603 with questions.