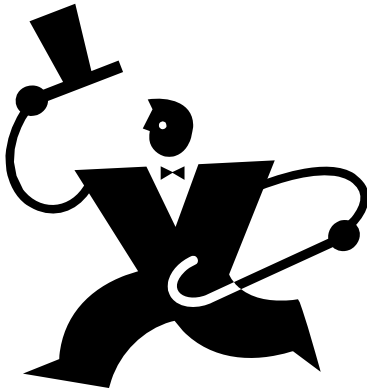


Fort Knox CPAC...



HR Tip of the Week

“Who may apply” Is the area of consideration on the vacancy announcement. The Area of consideration allows the selecting official to have multiple options when determining the location, source, or type of applicant pool that will be established when filling vacancies.

1. IAW Fort Knox Regulation 690-5 (2 Jan 03):

a. All vacancy announcements will be published on USAJOBS.OPM.GOV.

b. Areas of consideration must be sufficiently broad to ensure the availability of high quality applicants, taking account the nature and level of the position being filled.

2. You may be eligible to apply under more than one category. Applicants should select all categories for which the criteria is met when applying on a particular vacancy announcement. The various Area of Consideration, “who may apply”, employment categories on the vacancy announcement follow:

a. **Veterans and preference eligible’s under Veterans Employment Opportunities Act of 1998 (VEOA).** Preference eligible or veterans who have been separated from the armed forces under honorable conditions after substantially completing 3 years active service may apply. If selected, applicant will be required to submit a DD214, Certificate of Discharge.

b. **Veterans eligible as 30% Disabled Veterans.** You must have prior military service with a disability rating of 30% or more.

c. **Veterans Recruitment Appointment (VRA)** eligible for a non-competitive VRA appointment, Veterans who have been awarded a Campaign Badge, Armed Forces Expeditionary Medal (AFEM), or Armed Forces Service Medal (AFEM).

d. **Executive Order 12721,** Family member employees eligible who worked as an Appropriated Fund Federal employee overseas while a family member of a Uniformed Service Member, civilian employee, or Non-Appropriated Fund (NAF) employee serving overseas.

e. **Executive Order 13473**, Spouses eligible for noncompetitive appointment as follows: Spouse of a member of the armed forces serving on active duty who has orders specifying permanent change of station (PCS) not training, spouse of a 100 percent disabled service member injured while on active duty, unmarried widow or widower of a service member who was killed while performing active duty.

f. **The Interagency Career Transition Assistance Plan (ICTAP)** provides for priority consideration of well-qualified displaced employees from other Federal agencies who apply for vacancies in the local commuting area and within the timeframes indicated on the vacancy announcement. The employee must be determined to be well-qualified for the position. The ICTAP is applied when filling vacancies from outside the Department.

g. **Civilian Intelligence Personnel System (DCIPS) eligible.** Current DCIPS employees who have reinstatement eligibility as a result of personal competitive status; personnel interchange eligible currently serving on a DCIPS appointment without time limitation or have been involuntarily separated from such appointment without personal cause within the preceding year.

h. **The Student Temporary Employment Program (STEP), and Student Career Experience Program (SCEP)**, provides Federal employment opportunities to students who are enrolled or accepted for enrollment as a degree seeking student taking at least a half-time academic, technical, or vocational course load in an accredited high school, technical, vocational, 2 or 4 year college or university, graduate or professional school.

i. **NAF/AAFES Interchange Agreement eligibles.** Currently serving on a NAFI or AAFES position without time limitation or have been involuntarily separated from such appointment without personal cause within the preceding year. Must be or have been serving continuously for at least 1 year in a NAFI or AAFES position. May be appointed only to permanent positions based on this authority.

j. **Reinstatement eligibles.** Former Federal employees who attained Career status on a permanent, competitive Federal appointment. If the person was a Career-Conditional, reinstatement eligibility generally applies 3 years after separation unless exception in 5 CFR 315.201(b)(3) apply.

k. **All U.S. citizens** and Nationals with allegiance to the United States. Only a United States citizen (including citizens of Guam, Northern Mariana Islands including Siapan, Rota, Tinian; Puerto Rico; and the Virgin Islands of the United States, including St. Croix, St. Thomas, and St. John) and nationals from American Samoa and Swains Island may be appointed to this position.

l. **Employment Program for People with Disabilities eligibles.** Have a physical or mental impairment that limits one or more major life activities and has been certified by the State Department of Vocational Services.

m. **Transfer eligibles.** Current permanent, competitive service, non-Department of Army Federal civilian employee

n. **Reemployed Annuitant.** A former Federal employee who has retired under either the Civil Service Retirement System (CSRS) or Federal Employees Retirement System (FERS)

Look for our next HR Tip regarding Updating Your Mailing Address