



# OCHR NEWS

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## **Veterans Can Continue Public Service in Civilian Careers**

*(first in a series of articles on veterans pursuing civilian careers)*

Civilian careers with the Department of the Navy (DON) can provide veterans with another opportunity to continue government service. In fact, says Jean Mercer, director of the DON's Office of Civilian Human Resources, HR Systems and Business Transformation Department, veterans currently comprise a large portion of the DON civilian workforce, sharing the skills they have gained during their military service.

“Civilian careers range from machinists to mechanics, sandblasters to scientists, intelligence analysts to IT specialists – the opportunities are far-reaching and ever-changing” says Mercer. “And, because of the diverse offerings, it is important to maximize the tools available through the USAJOBS system.” USAJOBS is the one-stop source for federal jobs, including DON job announcements.

In mid-October, USAJOBS undergoes a major upgrade to improve the applicant experience. Included in the upgrade are improved notification settings, more relevant search results, easier navigation and much more. Mercer encourages veterans to explore the tool at [www.USAJOBS.gov](http://www.USAJOBS.gov) and become familiar with the key features.

Veterans need to invest time and energy to create an account and build a resume in USAJOBS. USAJOBS comes equipped with a resume builder and allows applicants to build and store up to five distinct resumes. OPM provides resources for veterans seeking federal jobs at [www.fedshirevets.gov/job/tsm.aspx](http://www.fedshirevets.gov/job/tsm.aspx).

One of the first questions veterans will face in building their USAJOBS account involves special hiring options. “Veterans will be asked if they are eligible for certain hiring authorities, so it is important that they become aware of the different hiring eligibilities.” Included are Veterans Recruitment Appointment (VRA), 30% Disabled Veterans, Veterans Employment Opportunity Act (VEOA), and more.



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Information on the hiring eligibilities and fact sheets to help individuals with the application process are available at the DON Civilian Human Resources website:

[www.public.navy.mil/donhr/employment/hiringreform](http://www.public.navy.mil/donhr/employment/hiringreform) or the Department of Labor Veterans Preference Advisory website at [www.dol.gov/elaws/vetspref.htm](http://www.dol.gov/elaws/vetspref.htm).

For tips on creating a powerful resume, visit

[www.public.navy.mil/DONHR/employment/CivJobOpps/pages/AllAboutYou.aspx](http://www.public.navy.mil/DONHR/employment/CivJobOpps/pages/AllAboutYou.aspx).

The DON remains committed to improving the applicant's experience, reducing the time to fill vacancies and securing quality candidates for DON positions. Civilian careers in the Department of the Navy offer real world challenges with real life rewards – careers where purpose and patriotism unite. Questions on the DON civilian employment information may be directed to DON Employment Information Center at [DonEIC@navy.mil](mailto:DonEIC@navy.mil). Veterans also may pursue resources through their local Fleet and Family Service Centers (FFSC).