
Approved for Release
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Date

DEPARTMENT OF COMMERCE
OFFICE OF HUMAN RESOURCES MANAGEMENT
HUMAN RESOURCES (HR) BULLETIN #273, FY26

SUBJECT: Rule of Many

EFFECTIVE DATE: Upon release of this HR Bulletin

EXPIRATION DATE: Effective until superseded or revoked

PURPOSE: To establish a Department of Commerce (Department)-wide policy for evaluating and referring candidates for selection using one of the approved “Rule of Many” mechanisms in Title 5, CFR § 332.402 to ensure that at least three candidates per vacancy are available when possible, and document decisions for reconstruction or third-party review. Servicing Human Resources Offices (SHROs) must develop their own standard operating procedures that conform with this policy and provide additional guidance to human resources staff and hiring managers.

BACKGROUND: Executive Order 14170, “Reforming the Federal Hiring Process and Restoring Merit to Government Service,” dated January 20, 2025, directed agencies to create a hiring and recruitment process that is “more efficient and focused on serving the Nation” and that all hiring be based on “merit, practical skill, and dedication to our Constitution.” Further, it directed the Assistant to the President for Domestic Policy, in consultation with the Director of the Office of Management and Budget, the Director of the Office of Personnel Management (OPM), and the Administrator of the Department of Government Efficiency to develop a Federal Hiring Plan.

OPM issued a memorandum to heads and acting heads of departments and agencies on May 29, 2025, entitled, “Merit Hiring Plan,” which issued directives on the implementation of the Executive Order. Among the requirements of the plan is creating a policy to adopt the “Rule of Many” as a mechanism to rate, rank, and select candidates.

COVERAGE: This HR Bulletin applies to all competitive service and excepted service hiring conducted under Delegated Examining using the Rule of Many.

REFERENCES: Executive Order 14170, “Reforming the Federal Hiring Process and Restoring Merit to Government Service,” dated January 20, 2025; OPM Memorandum, “Merit Hiring Plan,” dated May 29, 2025; OPM Memorandum, “Reinvigorating Merit-Based Hiring through Candidate Ranking,” dated January 13, 2026; and *Reinvigorating Merit-Based Hiring Through Candidate*

Ranking in the Competitive and Excepted Service (Rule of Many), 90 Fed. Reg. 43135 (Sept. 8, 2025).

POLICY:

1. Responsibilities

OHRM will be responsible for:

- 1) Providing timely and accurate policy guidance to SHROs on the Rule of Many.
- 2) Providing timely reports and other information to OPM and the Office of Management and Budget, as required.
- 3) Ensuring through accountability measures that SHROs follow Federal regulations, supplemental guidance provided by OPM, as well as all Department policies and procedures, related to the Rule of Many.

SHROs will be responsible for:

- 1) Following all Federal regulations and Department policies that apply to the Rule of Many, as well as all applicable regulations and policies that relate to merit selection.
- 2) Developing internal procedures as necessary that conform to Federal regulations, as well as Department policy.
- 3) Applying and adhering to veterans' preference regulations for all selections made using the Rule of Many.
- 4) Assessing, rating, and ranking applicants and appointing applicants using the Rule of Many.
- 5) Ensuring that every applicant receives fair consideration under the Rule of Many, consistent with all applicable Federal regulations and Department policy.
- 6) Ensuring applicable human resources staff are trained in using the Rule of Many procedures.
- 7) Providing information pertaining to SHROs' use of the Rule of Many to the Office of Human Resources Management (OHRM) as requested.
- 8) Collaborating with hiring officials to determine whether the Rule of Many or Category Rating should be used to rate, rank and select applicants for vacancies.
- 9) Designating a Talent Pool Manager and a Shared Certificate Coordinator who maintain current Delegated Examining (DE) certification.

Hiring Officials will be responsible for:

- 1) Working with SHROs to identify job duties and responsibilities.
- 2) Actively participating in the recruitment process, including conducting a final 'executive interview' to evaluate organizational fit and commitment to American ideals, commitment to improving the efficiency of the Federal government, passionate about the ideals of our American republic, and committed to upholding the rule and law of the United States Constitution.

- 3) Working with SHROs to ensure all applicants are given fair consideration under the Rule of Many and Merit Hiring procedures.

Bureau-Level Hiring Teams will be responsible for:

- 1) Working with SHROs to develop standard operating procedures for choosing the appropriate referral mechanism to produce at least three names per vacancy.
- 2) Working with SHROs on setting annual hiring targets and tracking progress for specific groups, including Early Career Talent, Science Technology Engineering Mathematics (STEM) professionals, and veterans.
- 3) Reporting progress updates as needed to their SHRO on the implementation of hiring reforms, including assessment usage and reduction in time-to-hire.

2. Referral Mechanism

SHROs, in conjunction with the Hiring Officials, have the option to use the Rule of Many or Category Rating to rate, rank and select applicants. The Rule of Many is intended for situations where candidate assessments produce meaningful distinctions between candidates' competencies. If scoring differences reflect real competency differences, then the SHRO should use the Rule of Many. In cases where score differentials do not represent meaningful distinctions, the SHRO should use Category Rating.

When using the Rule of Many, for each announcement, the SHRO, in consultation with the hiring official and with any available HR analytics support, will choose one of the mechanisms below, to produce at least three names per vacancy. The chosen mechanism must be identified in the Job Opportunity Announcement (JOA) and recorded in the case file (See Attachment A).

- 1) Mechanism A — Cut score (job-analysis-based). Establish a minimum passing score supported by job analysis for the assessment(s) used.
- 2) Mechanism B — Cut score (business necessity). Use a cut score justified by business necessity (e.g., to manage a costly or labor-intensive structured interview).
- 3) Mechanism C — Set number of highest-ranked eligibles. Refer to the top X number of candidates per vacancy. This number must be pre-determined.
- 4) Mechanism D — Set percentage of highest-ranked eligibles. Refer to the top X% of eligibles. This number must be pre-determined.
- 5) Tie rule (required): When a selection process involves a fixed number or percentage of candidates advancing (e.g., top 5 candidates), all candidates who are tied at the cutoff score must be included, even if this results in exceeding the original number or percentage.

Every competitive hiring action must include at least one technical or alternative assessment (e.g., a multi-hurdle strategy) before a certificate is issued.

SHROs must develop internal standard operating procedures (SOP) on selecting the appropriate referral mechanism. This SOP must include developing "cut scores" (Mechanism A and B), setting the number of highest-ranked eligibles (Mechanism C), and setting the percentage of highest-ranked eligibles (Mechanism D).

SHROs must immediately phase out the use of self-assessments (occupational questionnaires) for rating and ranking candidates. Self-assessments may only be used for initial minimum qualification screening. Seasonal positions and those at grade-levels below GS-05 (or equivalent) are excluded from this prohibition.

SHROs must indicate the referral mechanism on the JOA and record it in the examining case file before posting.

3. Minimum Candidate Availability

SHROs will provide hiring managers, when available, with at least three candidates per vacancy. If a certificate yields fewer than three eligible/available candidates per vacancy, the SHRO must develop its own guidance for supplemental certification or expansion. Such guidance must indicate the procedures for referring additional candidates or the procedures for reposting the JOA. This guidance must be consistent with the DEOH.

4. Simultaneous Listing on Certificates

SHROs may list applicants simultaneously on all certificates associated with the JOA. To be eligible to be placed on simultaneous certificates, the applicant must be:

- 1) Rated eligible;
- 2) Must be found qualified to be placed on the certificate; and
- 3) Must be determined to be within reach of selection by the SHRO.

SHROs may limit an applicant referral on certificates. SHROs must develop their own guidance on such limits, and those limits must be stated in the JOA.

5. Order of Selection and Veterans' Preference

A hiring manager may select any eligible on the certificate in accordance with veterans' preference provisions.

The following procedures apply to the order of selection of candidates:

- 1) A preference eligible may not be passed over in favor of an equal or lower-standing non-preference eligible unless current Department pass-over procedures are followed.
- 2) SHROs must follow the Department's policies regarding the order of selection of candidates, including the Department's Interagency Career Transition Assistance Plan (ICTAP) and the Reemployment Priority List (RPL).
- 3) All candidates tied at the cut line will be referred, regardless of whether this results in exceeding the original number or percentage. In all instances, tied preference eligible applicants will be placed ahead of non-preference eligible candidates with the same score. There are no exceptions to this rule.

4) Candidates must be referred in score order.

5) Veterans' preference points are added to the passing score of candidates eligible for either a 10-point or a 5-point preference.

All pass-overs and objections must be handled under current Department policy, Federal regulations and the DEOH.

SHROs may develop internal guidance to supplement this section; such guidance must be consistent with the procedures above, as well as all applicable Department policy and Federal regulations.

6. Three-Considerations Rule

Hiring officials must give each candidate referred for selection proper consideration. The following procedures apply to the three-considerations rule:

1) After an applicant has received three bona fide considerations for the same or similar position (same title/series/grade) across one or multiple certificates, a hiring official is not required to consider them again and may request removal from further consideration. This request must be made in writing and must be reviewed by the SHRO.

In order to meet "three bona fide considerations," the hiring official must document in writing that he/she has reviewed the applicant's resume and supporting documentation and considered the applicant for the position three times.

2) Starting with the fourth selection, the SHRO, in conjunction with the hiring manager, may remove one or more candidates under this rule, up to (but not exceeding) the number of selections remaining, provided bona fide consideration is documented.

3) The SHRO must determine a reasonable time period for consideration when using the three considerations rule. Only considerations which occur within that identified time period may be used for the three considerations rule. This determination must be stated in the SHRO's policy and must be applied uniformly across all JOAs.

In addition, in order to remove a candidate from selection, SHROs must follow the procedures below:

- 1) Hiring officials must sign a statement that the candidate's resume and supporting documentation was reviewed three times and the candidate lacks specified skill(s) or attribute(s) required.
- 2) Principal Human Resources Manager (PHRM) (or a designee) must approve the removal of the candidate from consideration in writing.
- 3) SHROs must provide written notice to the candidate on request.

4) SHROs must maintain a record of the three valid considerations and the PHRM (or designee's) concurrence in the case file.

5) When a certificate is shared between SHROs within the Department, considerations from prior selections may be included. When an SHRO is using a shared certificate from outside of the Department or in a cross-government action, then the SHRO may only use considerations with the Department as a part of the three considerations rule.

SHROs must develop internal guidance to implement the requirements above. This guidance must be consistent with all applicable Department policies and Federal regulations.

7. Shared Certificates

SHROs must make using shared certificates a priority when using the Rule of Many to select candidates. Where possible, shared certificates should be the primary source of recruitment. Each SHRO must identify:

1) Talent Pool Manager: Shares certificates externally with other agencies. This individual shares Competitive Service Act certificates for other Federal agencies to use.

2) Shared Certificate Coordinator: Shares other Federal agencies' certificates with hiring managers. This individual shares other Federal agencies' Competitive Service Act certificates, as well as cross-government certificates (CGAs).

The Talent Pool Manager and Shared Certificate Coordinator can be the same individual but must be Delegated Examining certified and have sufficient knowledge of Federal regulations, as well as knowledge of OPM guidance and Department policy, related to staffing.

SHROs must follow Department policy on the use of shared certificates, in addition to all applicable Federal regulations, OPM guidance and the DEOH.

8. Examining Case File and Recordkeeping

SHROs must maintain complete and comprehensive case files for each JOA under the Rule of Many. SHROs may develop internal guidance to maintain such records. The contents of the case files may be subject to review and audit by the Department and/or OPM. At a minimum, SHROs must retain for recordkeeping and auditing purposes, the following items in each case file:

- 1) A copy of the complete JOA, which includes announcement identifiers (number, title/series/grade, locations, area of consideration, hiring authority, number of vacancies, and any shared-certificate use).
- 2) The referral mechanism (A/B/C/D), tie-handling, target group size and supplement plan if fewer than three eligibles per vacancy result.

- 3) Justification and supporting analysis for the chosen referral mechanism (labor-market indicators, historic applicant volumes/quality, assessment capacity/business necessity, job-analysis evidence for cut scores).
- 4) Rule of Many compliance statement and calculation (showing how the chosen mechanism should yield ≥ 3 eligible and available candidates per vacancy, when available).
- 5) Three-considerations compliance plan (how bona fide considerations will be tracked, approvals, notice process, shared-certificate inapplicability).
- 6) Any approvals associated with the JOA and the selection and attached exhibits (job analysis summary, scoring plan, sample certificate build).

Attachment A – Generic DEU Template – Rule of Many

Overview:

Job Title: All job announcements must use descriptive, organizational, or functional job titles that resonate with jobseekers. These titles should:

- *Be written in plain language to ensure individuals outside of the federal government can easily match their skills to the role.*
- *Accurately convey the nature of the position and the skills sought by the agency.*
- *Leverage available tools and resources to ensure job postings are understandable and appeal to a broad talent pool.*
- *Not include jargon, abbreviations, or acronyms that will be difficult for nongovernmental job seekers to understand.*
- *Not be merely generic or non-descriptive in nature.*

Department:

Agency:

Hiring Organization:

Open and Closing Dates:

Salary:

Pay Scale and Grade:

Locations:

Remote Job:

Telework Eligibility:

Travel Required:

Relocation Expense Reimbursed:

Appointment Type:

Work Schedule:

Service (Competitive):

Promotion Potential:

Job Family (Series):

Supervisory Status:

Security Clearance:

Drug Test:

Position Sensitivity:

Trust Determination Process:

Financial Disclosure:

Bargaining Unit Status:

Summary:

- *What General Information Do I Need to Know About This Position?
(1500 Character limit about the advertised position.)*

Learn More About this Agency:

Marketing Statement:

- *Insert bureau's branding/marketing/mission information – highlight the reasons an applicant would want to work in this Department.*
- *Marketing Link*
- *Insert bureau logo, optional*

This Job is Open To:

- *The Public: U.S. Citizens, Nationals or those who owe allegiance to the U.S.*
- *Career transition (CTAP, ICTAP, RPL): Federal employees whose job, agency or department were eliminated.*

Videos:

- *Marketing video Link*

Duties:

As a {{POSITION TITLE}} within the {{NAME OF EMPLOYING OFFICE}}, some of your specific duties will include: {Use short, concise bullets, no more than 5-6.}

- *Responsibilities The individual selected for this position will...*

·X

·X

·X

(250-character limit)

Requirements:

- *Conditions of Employment (as required of the position)*
- *Qualifications*

General/Specialized Experience:

- *Include competencies/specialized experience and any selective placement factor(s) for each grade level (if applicable).*
- *(Required language)* - Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.
- Education (add education requirements if applicable)

(If applicable) Special Instructions for Foreign Education: Qualifying education from colleges and universities in foreign countries must be evaluated in terms of equivalency to that acquired in U.S. colleges and universities. Applicants educated in whole or in part in foreign countries must submit sufficient evidence, including transcripts, to an accredited private organization for an equivalency evaluation of course work and degree. A listing of these accredited organizations can be found on the Department of Education's website - <http://www.ed.gov/international/usnei/us/workrecog.doc>. You must provide a copy of the letter containing the results of the equivalency evaluation with a course-by-course listing along with your application. Failure to provide such documentation when requested will result in lost consideration.

- Additional Information

CTAP and ICTAP Eligible

CTAP and ICTAP candidates will be eligible for selection priority if it is determined that they have exceeded minimum qualification for the position and are “well qualified” for the position.

- Information about CTAP and ICTAP eligibility is on the Office of Personnel Management’s Career Transition Resources website at: https://www.opm.gov/policy-data-oversight/workforce-restructuring/employee-guide-to-career-transition/ctap_guideline.PDF

CTAP applicants MUST submit the following documents:

1. A copy of your RIF separation notice, notice of proposed removal for declining a directed geographic relocation outside of the local commuting area; a Certificate of Expected Separation (CES); or certification that you are in a surplus organization or occupation (this could be a position abolishment letter, a notice of eligibility for discontinued service retirement, or similar notice).
2. A copy of your SF-50 “Notification of Personnel Action,” noting current position, grade/band level, and duty location.
3. A copy of your latest performance appraisal including your rating.
4. Any documentation from your bureau/operating unit that shows your current promotion potential.

ICTAP applicants MUST submit the following documents:

1. A copy of your RIF separation notice, notice of proposed removal for declining a directed geographic relocation outside of the local commuting area, notice of disability annuity termination, certification from your former agency that it cannot place you after your recovery from a work-related compensable injury; or certification from the National Guard Bureau or Military Department that you are eligible for disability retirement.
2. A copy of your SF-50 “Notification of Personnel Action,” documenting your RIF separation, noting your position, grade/band level, and duty location, and/or Agency certification of inability to place you through RPL, etc.
3. A copy of your latest performance appraisal including your rating.
4. Any documentation from your agency that shows your current promotion potential.

(Insert any additional agency-specific information here)

(Required language) - The following links provide information on various hiring authorities that do not fall under competitive examining procedures; however, they may enable you to apply through merit assignment procedures or be eligible for a non-competitive appointment.

- [VRA](#)
- [VEOA](#)
- [30% or more disabled veteran](#)
- [Persons with disabilities](#)
- [CTAP](#)
- [ICTAP](#)

Benefits

(Insert agency name) offers a comprehensive benefits package. Explore the benefits offered to most Federal employees at <https://help.usajobs.gov/working-in-government/benefits>

(Insert any additional benefits)

How you will be evaluated:

Your 2-page resume, optional cover letter and supporting documentation will be reviewed to determine if you meet the minimum qualifications for the position. If you meet the minimum qualifications stated in the Job Opportunity Announcement, you will be required to complete one or more technical assessments (e.g., Job Knowledge Test, Structured Resume Review, etc.) and to clearly explain how that assessment will be applied to evaluate applicants (e.g., pass/fail, numerical score, rating-based) to evaluate your competency for the position. I

Required for JOA: This announcement uses the *[mechanism name]* method when rating, ranking, and referring candidates. If set number/percentage: All applicants tied at the cut line will be referred. We will provide the selecting official with a sufficient number of names, when available, to consider at least three candidates per vacancy. If fewer than three eligible and available candidates per vacancy result, we may expand the group in accordance with our pre-announced supplement strategy and OPM policy.

Required for JOA: Simultaneous Listing: Candidates may be referred simultaneously on multiple certificates for which they are interested, eligible, and within reach.

(Optional) If you are invited for an interview, you will be required to provide a writing sample.

(Optional) If you are invited for an interview, you will be asked to bring a copy of your most recent performance appraisal.

How you will be evaluated for preference eligibility:

In Rule of Many only the CP/CPS are listed at the top of the applicant list. All other preference-eligibles should be placed in score order. Only in the event of a tie in would other preference-eligibles be placed ahead of a non-preference eligible. *(For positions in the scientific and professional series except, for those at the GS-9 or ZP-II and above, include the below language).*

The technical assessment(s) will evaluate you on the following competencies; please do not provide a separate written response:

(Insert competencies that correlate with the assessment)

In addition, you will be asked to provide a response to four mandatory essay questions. While your answers will not be scored, your responses will be reviewed by the hiring manager, as well as other officials within the Department of Commerce. These essays provide an opportunity for you to highlight your dedication to public service for the hiring manager and other Department of Commerce officials. While your responses are not mandatory, we encourage you to thoughtfully address each question. Please provide a response of 200 words or less to each question. You will be asked to certify that you are using your own words and did not use a consultant or artificial intelligence (AI) such as a large language model.

Required Documents:

A complete application consists of the following:

1. Resume: Your resume should list your educational and work experience including the dates (mm/dd/yy) of each employment along with the number of hours worked per week, if less than 40. Your resume may be used to validate your responses to the qualifications/assessments. Your resume should also indicate your citizenship and if you are registered with the Selective Service System if you are a male born after 12/31/59.

Only resumes up to 2 pages will be accepted. Applicants with resumes exceeding 2 pages will be removed from consideration. Reference the [USAJobs Help Center](#) for additional recommendations and instructions.

You are encouraged to make your resume and profile searchable <https://help.usajobs.gov/how-to/account/profile/searchable>.

You are highly encouraged to use USAJOBS Resume Builder to ensure all required information is included in your resume.

If you use your own resume or curriculum vitae, for each work experience at a minimum, your resume should include: job title(s) (including job series and grade, if Federal); description of duties or work performed; starting and ending dates (month and year).

Part-Time work must be clearly identified and include the number of hours per week; if not identified, then work will be assumed to be Full-Time. (*NOTE: A full-time work schedule requires most employees to work 35-40 hours during the work week. A part-time schedule requires an employee to work less than full-time, typically 16-32 hours per week.*)

2. Veterans' Preference Documentation: If you are claiming veterans' preference you must provide a legible copy of your DD-214, Certificate of Release or Discharge from Active Duty, member 4 copy or any official documentation or statement from the Armed Forces that confirms your dates of service and that your separation, discharge, or release from active duty was under honorable conditions (i.e., Honorable or General Discharge). Note: If you have more than one DD-214 for multiple periods of active duty, submit a copy for each period of service.

If you are currently on active military duty, you must provide documentation (e.g., campaign document, award citation, etc.), that verifies entitlement to veterans' preference and that your character of military service is honorable.

If you are claiming 10-point veterans' preference, in addition to the documents specified above, you must also submit documentation that supports your claim, e.g., an official statement from the Department of Veterans Affairs (dated 1991 or later) or from a branch of the Armed Forces certifying the existence of a service-connected disability, or the award of the Purple Heart, etc. The overall rating must be identified on your certification letter or separation orders. Documentation must be received by the closing date shown in this vacancy announcement. If you fail to submit any of the required documentation, you will not be granted veterans' preference.

Additional information on veterans' preference can be found in the [Vet Guide](#).

3. Unofficial Transcripts: If this position requires proof of higher education, or you are using the substitution of education to meet qualifications, you must submit an unofficial transcript. The unofficial transcript must include the following information: name of accredited institution; course title;; course number and department (e.g. BIO 101 Intro to Bio, MATH 210 Calculus I, etc.); grades earned; completion dates; quarter or semester hours earned; and degree award date (if applicable).

- Special Instructions for Foreign Education: Education completed in foreign colleges or universities must be evaluated in terms of equivalency to that acquired in U.S. colleges and universities. Applicants educated in whole or in part in foreign countries must submit sufficient evidence, including transcripts, to an accredited private organization for an equivalency evaluation of course work and degree. You MUST provide a copy of the letter containing the results of the equivalency evaluation with a course-by-course listing along with your application. Failure to provide such documentation by the closing date of the announcement will result in lost consideration.

4. Career Transition Assistance Plan (CTAP) and Interagency Career Transition Assistance Plan (ICTAP) documentation if applicable (see "Additional Information" section).

5. Are you a current or former political Schedule A, Schedule C, Non-career SES or Presidential Appointee employee? Submit a copy of your applicable SF-50, along with a statement that provides the following information regarding your most recent political appointment:

- a. Position Title;
- b. Type of appointment (Schedule A, Schedule C, Non-career SES, or Presidential Appointee);
- c. Agency; and
- d. Beginning and ending dates of appointment.

You are not required to submit official documents at this time; copies are sufficient. Failure to provide such documents when requested may result in lost consideration.

How to Apply:

Your complete application, including required documents, must be received by 11:59 p.m. Eastern Time (ET) on the closing date of this announcement.

To apply online, you must complete and submit an application by accessing the USAJOBS website at <http://www.usajobs.gov/>. To begin, click the “Apply” button and follow the prompts to register into your USAJOBS account, answer the questions, and submit all required documents.

To return to your saved application, log in to your USAJOBS account at <http://www.usajobs.gov/> and click on “Application Status.” Click on the position title, and then select “Apply” to continue.

If you have problems completing your on-line application, including problems submitting your supporting documents, please contact the Help Desk (*Insert link to USAJOBS Help Desk*).

Next Steps:

This Job Opportunity Announcement may be used to fill other equivalent positions throughout the Federal government. The position must be alike (e.g.: within the same geographic locations, equivalent grade/band and requires the same qualifications and specialized experience as indicated in this vacancy announcement).

Salary ranges will vary based on the location. *(Insert salary ranges or link appropriate salary table).*

You will be notified of your application status through USAJOBS at four points during the hiring process, as applicable. You can check the status of your application by accessing the [USAJOBS](#) website and clicking on "Track Your Online Application." The four points of notification are:

1. Application Received or Application Incomplete.
2. Minimum Qualifications Met or Not Met.
3. Referred or Not Referred.
4. Selected or Not Selected.

By submitting your application, you are certifying the accuracy of the information contained in your application. If you make a false statement in any part of your application, you may not be hired; you may be terminated after you begin work; or you may be fined or jailed. After making a tentative job offer, we will conduct a suitability/security background investigation.

You will be required to submit official documentation prior to appointment. The agency will then verify the information provided on your application (i.e., degree, Veterans' Preference, proof of disability, etc.).