

## Schedule A

### Guidance

- 5 CFR, Subsection 213.3102(u)
- Congress has mandated that the federal government be the model employer in making significant improvement in the area of hiring individuals with disabilities.

### What are the benefits?

- Qualified candidates can be hired non-competitively without the typical recruitment headaches, without posting and publicizing the position, or without going through the certificate process.

### What is the process?

- Hiring managers should first approach the Disability Program Manager (DPM) in order to inform of job opportunities the necessary job competencies essential for the functions of the position.
- After consulting the proper resources, the DPM will provide the manager with potential Schedule A applicants.
- The hiring official reviews the resumes and references of the applicants, conducts interviews, etc. prior to making a selection.
- After the selection decision is made, it should be relayed to the appropriate persons within HR who extends offers of employment on behalf of the agency.
- Once the offer has been accepted, a start date can be established to bring the candidate on board.

### How do I register?

- [https://mypers-opa.cx.usd.oraclecloud.com/mypers\\_opa/owda/1/investigate/Wounded%20Warrior/en-US/ScreenOrder~Main~qs%24f760dc04-6525-46bc-9350-4093c28c3066%24global%24global](https://mypers-opa.cx.usd.oraclecloud.com/mypers_opa/owda/1/investigate/Wounded%20Warrior/en-US/ScreenOrder~Main~qs%24f760dc04-6525-46bc-9350-4093c28c3066%24global%24global)