

*Part of work
Not made results*

REVIEW OF ASSIGNMENTS TO POSITIONS IN GRADES GS 9/15

1. For the purpose of providing an opportunity for broadened experience to all employees in the medium and senior professional grades, as well as to assure optimum utilization of their qualifications, Operating Officials will keep the Office of Personnel continuously and promptly informed of all open positions and all positions about to be vacated within the continental United States in grades GS-9 through 15. The Office of Personnel will examine the requirements of each position, will review the files of all available and qualified Agency personnel (including those of the candidates proposed by the Head of the Career Service concerned), and will provide to the Head of the Career Service a listing of candidates for each position in order of preference. The final selection or the decision to recruit from outside the Agency will be made by the Head of the Career Service concerned, subject only to review in accordance with the procedures established for the Special Placement Committee.

2. With regard to requirements for personnel to fill positions outside the continental United States, the Deputy Directors are encouraged to make use of the above procedures, taking into account the lead time required for training, desk experience, and processing.