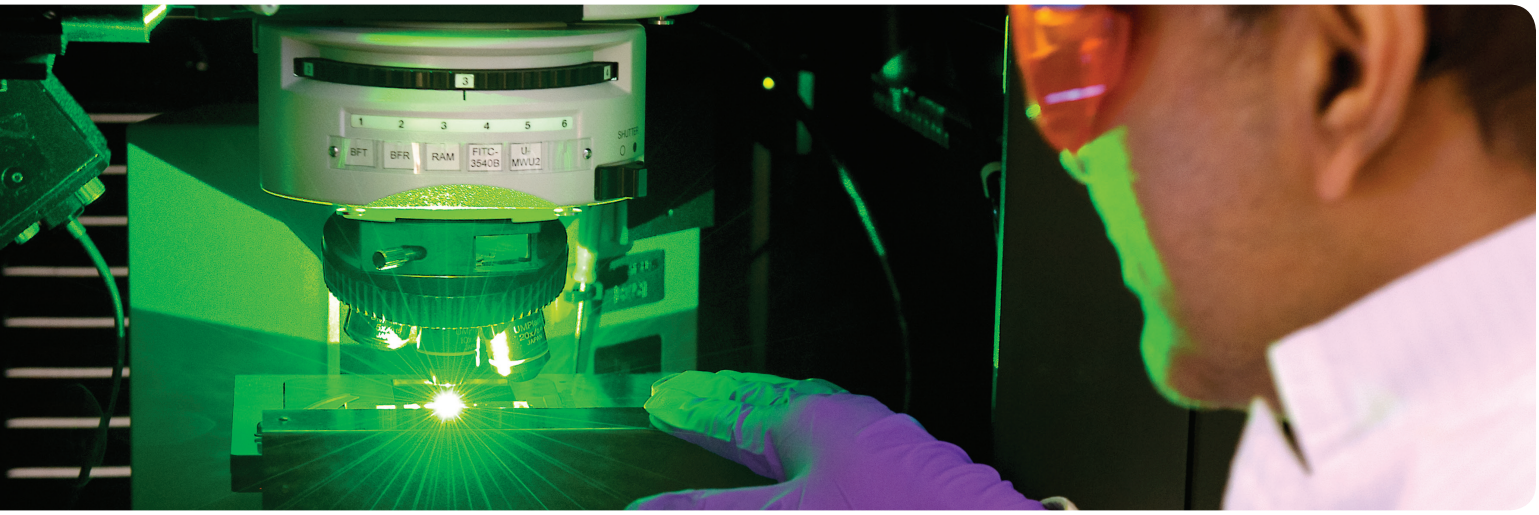
U.S. ARMY RESEARCH, DEVELOPMENT AND ENGINEERING COMMAND

JOIN OUR TEAM



STEP 1: WHAT'S AVAILABLE

RDECOM offers a variety of career paths in engineering, acquisitions, chemistry, biology, information technology and more. Visit **www.usajobs.gov** for the latest openings, and follow RDECOM's social media sites for daily announcements.

STEP 2: WHAT IT TAKES

Review each announcement carefully to ensure you meet the education requirements, years of experience, training and special skills needed.

STEP 3: POLISH YOUR RESUME

Ensure your resume addresses the specific knowledge, skills, abilities and requirements mentioned in the positon description.

STEP 4: APPLY

Include all required information (e.g., social security number, citizenship status, military/federal/civil service experience) and documentation (e.g., college transcripts, military discharge forms) when applying for the position. Failure to provide required information may deny you being offered the position.

STEP 5: PREPARE FOR INTERVIEWS

When preparing for interviews, research information about the organization and the position requirements. During the interview, be prepared to talk about your education, experience and goals – and don't forget to ask questions!

STEP 6: YOU'VE BEEN SELECTED, NOW WHAT?

If selected, RDECOM will extend a tentative offer and begin the security clearance process. A firm offer won't be made until the security process is complete and all the required pre-employment procedures/documentation are verified, including your official college transcripts. The entire process may take from several weeks to several months.

What to do while waiting:

- Remain in contact and inform us of any changes in your intent
- Work with the Civilian Personnel Advisory Center representative and provide any remaining pre-employment documentation
- Start your security clearance application and submit as soon as possible
- Wait for notification of a firm offer before making any lasting decisions such as quitting your job, withdrawing from school, giving notice, or canceling your lease.

STEP 7: START A GREAT CAREER AT RDECOM

RDECOM offers employees opportunities to apply creative thinking and ingenuity, whether providing technology solutions to meet current operational needs or developing new technologies for the next generation. We provide employees generous benefits, including career growth, continuing education opportunities, post-graduate degree assistance and leadership development.

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COLLEGE & GRADUATE PROGRAMS

Oak Ridge Institute for Science & Education (ORISE): Allows undergraduate, graduate and doctorate students to intern in their fields of study. For more information, contact Army Research Laboratory (ARL) parOent organization, the U.S. Army Research, Development and Engineering Command at 410.436.4883/4878, or visit **http://orise.orau.gov.**

College Qualified Leaders (CQL): Provides a paid internship opportunity for college students in one of several Army research laboratories. These internships typically last for six months or longer. Students do not need previous experience in STEM Enrichment Activity Programs to apply for CQL. To apply, visit **http://www.usaeop.com.**

Science Mathematics & Research Transformation (SMART): Department of Defense (DoD) scholarship for service program to support undergraduate and graduate students pursuing degrees in STEM disciplines. The program aims to increase the number of civilian scientists and engineers working in DoD laboratories. For more information about SMART, visit **http://smart.asee.org.**

National Defense Science and Engineering Graduate (NDSEG): Program for students who have demonstrated ability and special aptitude toward training in science and engineering. Fellowships are awarded to applicants pursuing doctoral degrees in disciplines closely related to an area of DoD interest. For more information about NDSEG, visit **http://ndseg.asee.org.**

National Security Education Program (NSEP): Major federal initiative designed to build a broader and more qualified pool of U.S. citizens with foreign language and international skills. It consists of five initiatives, including scholarships and fellowships, which represent broad strategic partnerships with the U.S. education community designed to serve the needs of U.S. national security and national competiveness. For more information about NSEP, visit **http://nsep.gov.**

Pathways Programs: The Pathways Programs offers three "paths" to Federal civilian employment – the Internship Program, the Recent Graduates Program, and the Presidential Management Fellows Program. Successful completion of the Pathways Programs allows for conversion to permanent or term (up to 5 years) positions with RDECOM. These programs are designed to help develop a pipeline of talent while providing recruitment flexibility and diversity.

Cyber Corps Scholarship for Service (SFS): A program for students pursuing a bachelor's or master's degree in a formal program focused on cybersecurity. Participants must complete a 10-week internship and have an obligation to work for federal, or state, local, tribal, and territorial agencies or Federally Funded Research and Development Centers upon program completion. For more information about Cyber Corps SFS, visit **https://www.sfs.opm.gov.**

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POSTDOCTORAL RESEARCH PROGRAMS

National Research Council Postdoctoral Program: Postdoctoral program available to scientists and engineers with U.S. citizenship. Application deadlines for the NRC program are: February 1, May 1, August 1, and November 1 with the review process taking approximately two and a half months. For more information about NRC, visit **http://sites.nationalacademies.org/PGA/RAP/index.htm.** To apply, visit **http://nrc58.nas.edu/RAPLab10/Opportunity/Program.aspx?LabCode=76.**

Oak Ridge Associated Universities (ORAU): Postdoctoral program available to scientists and engineers with U.S. citizenship and non U.S. citizenship at several Army Research Laboratory locations. The ORAU program processes applications throughout the year. For more information about ORAU Postdoctoral Fellowships and to apply, visit **http://www.orau.org/arlfellowship/.**

The Davies Fellowship: Postdoctoral teaching-research program jointly sponsored by ARL and the U.S. Military Academy (USMA) Department of Mathematics at West Point. Each year, Davies Fellows teach one semester at USMA under the guidance of a senior civilian professor and then conduct research for a semester (and during the summer) under the mentorship of an ARL scientist. This program offers valuable post-doctoral experience for mathematicians early in their careers to work with experienced researchers, publish their results, and increase their experience and development in teaching mathematics. The USMA does the recruiting and interacts with the applicant on possible research proposals. For more information on the Davies Fellowship, visit **http://www.usma.edu/msce/sitepages/davies%20fellowship%20program.aspx.**

Presidential Management Fellows (PMF) Program: The PMF Program is a flagship leadership development program at entry-level for advanced degree candidates. Created more than three decades ago, the program attracts and selects from among the best candidates and is designed to develop a cadre of potential Federal Government leaders. For more information on the PMF Program and to apply, visit **https://www.pmf.gov/.**