



Centers for Disease Control and Prevention

Vicki Hunter
Strategic Recruiter

SAFER • HEALTHIER • PEOPLE™



Why work for CDC?

- Numerous career paths and locations
 - Many occupations to choose from
 - Ability to transfer positions and learn new things!
- Excellent career opportunities
 - Average Age of Federal Employee: 46.8
 - 32.4% of CDC employees will be eligible to retire over the next 5 years
- Great benefits and work-life balance
- Our reputation speaks for itself!
- *You can truly make a difference!*

SAFER • HEALTHIER • PEOPLE™



Employee Facts



The CDC employs over 9,000 employees worldwide:

- 79.6% have a Bachelor's Degree or higher
- 5.3% have disabilities
- 19.2% have veterans preference

SAFER • HEALTHIER • PEOPLE™

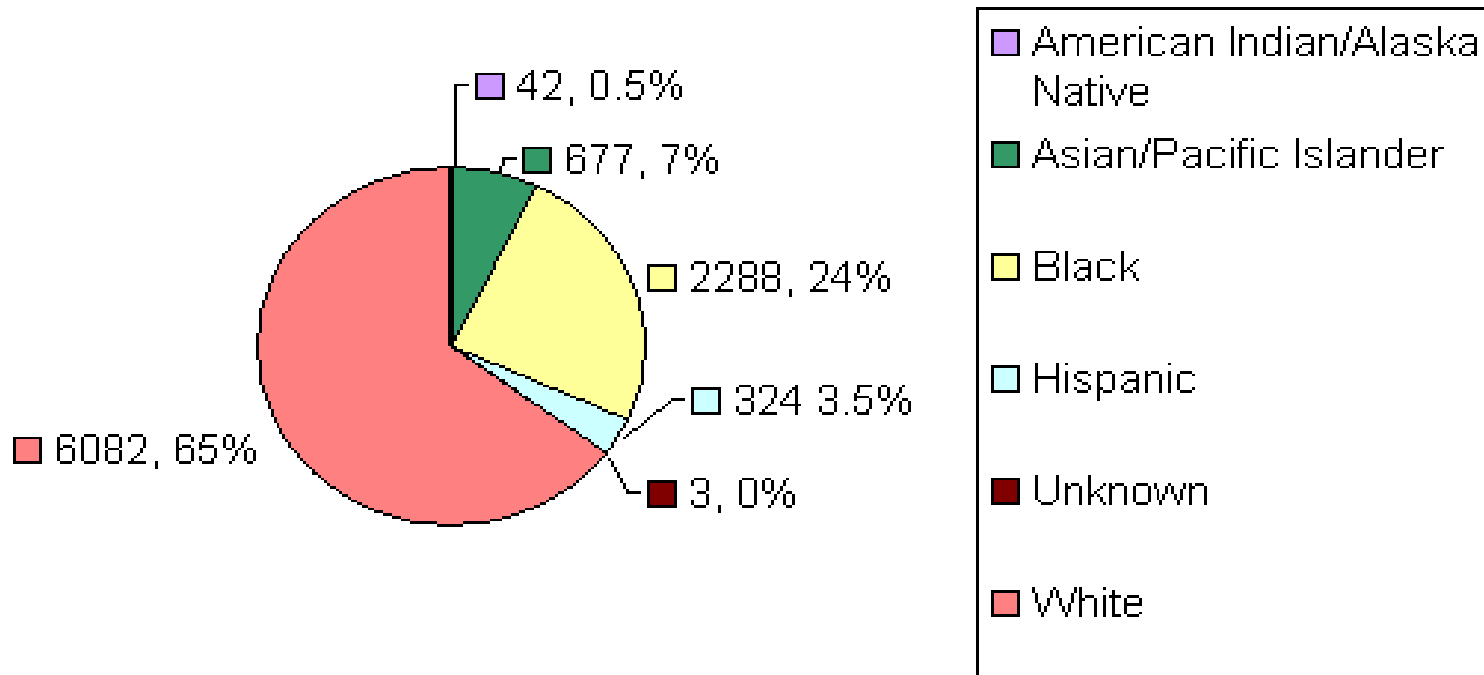


Employee demographics



All CDC Ethnicity Profile

Civil Service and Commissioned Corps
Data as of: June 1, 2008





Where we work



Location

Number of employees

Atlanta	6,850
Cincinnati	447
Durham	60
Fort Collins	104
Hyattsville	461
Morgantown	380
New York	34
Pittsburgh	324
Puerto Rico	25
Spokane	61
Washington, DC	93
Overseas	204

SAFER • HEALTHIER • PEOPLE™



Show me the Money!



**indicates Step 1*

City	GS-5*	GS-7*	GS-9*
Atlanta, GA	\$30,808	\$38,162	\$46,680
Durham, NC	\$30,682	\$38,006	\$46,489
Fort Collins, CO	\$31,787	\$39,376	\$48,164
New York City	\$33,187	\$41,110	\$50,285
Cincinnati, OH	\$30,931	\$38,315	\$46,867
Washington, DC	\$31,751	\$39,330	\$48,108

SAFER • HEALTHIER • PEOPLE™



Federal Compensation



- Competitive Salary
- Annual and Sick Leave, plus 10 paid holidays
- Multiple Health Insurance Options
- Life Insurance
- Health savings account
- Thrift Savings Plan (pre-tax \$)
- Public Transit Subsidy (non-taxable)
- Tele-work and Alternative Work Schedules

SAFER • HEALTHIER • PEOPLE™



Professions at the CDC

Biologist

Doctor

Health Educator

Epidemiologist

Computer Scientist

Scientist

Veterinarian

Dentist

Psychologist

Public Health Advisor

Health Comm Spec

Statistician/Mathematician

Health Policy Analyst

IT Specialist

Graphic Artist

Lawyer

And Many More!

SAFER • HEALTHIER • PEOPLE™



So when can I start...Wait, HOW do I start?



SAFER • HEALTHIER • PEOPLE™



General Application Advice



- Common method of applying www.usajobs.gov
- Apply only for positions and job levels for which you already have the required experience and skills
- GS-5/7: usually entry-level, GS-9: Master's degree
- Answer questions completely
- Tailor application to document specific knowledge, skills, and abilities requested
- Notice mobility clauses



“Government Speak”

(What do these terms mean???)

Job (Vacancy) Announcement
Competitive, Excepted, Merit Hire
Status

Job Series

KSAs

Career Ladder

Hiring Certificate (‘the cert’ or ‘BQ’)

Veterans’ Preference



Your Resume

- Read the vacancy announcement **CLOSELY – VERY IMPORTANT**
- Federal resume can be multiple pages, **NOT** limited to 1 page
- Use the resume builder on USAJOBS instead of attaching resume
- Focus resume—use **EXACT KEYWORDS** from announcement
- Be **SPECIFIC!** Address the breath and scope of your experience (dates worked, hours per week, are you published?)

SAFER • HEALTHIER • PEOPLE™



Student Opportunities

- Student Career Experience Program (SCEP)
- Student Temporary Employment Program (STEP)
- Federal Career Intern Program (FCIP)
- Presidential Management Fellows (PMF)
- Emerging Leader (EL) Program
- Other Fellowship opportunities
- Work Study
- Worksite Experience (Volunteer)

SAFER • HEALTHIER • PEOPLE™



Student Career Experience Program (SCEP)



- Education program must be related to job; degree seeking student in an accredited institution
- Student, university, and agency must be committed through a written agreement; no job announcement required
- May work full- or part-time while enrolled in school
- Receive full pay and benefits; eligibility for promotions and pay increases
- **MAY** noncompetitively be converted to a permanent position with accrued seniority

SAFER • HEALTHIER • PEOPLE™



Student Temporary Employment Program (STEP)



- Enrolled or accepted as a degree student in an accredited institution
- Position does not need to be related to major
- Works full- or part-time during school sessions and breaks
- One-year increments; ends when schooling completed
- Earn full Federal pay & leave but limited/no benefits
- Appointment can be terminated at any time
- Can convert into a SCEP Position, not permanent job

SAFER • HEALTHIER • PEOPLE™



Federal Career Intern Program



- Popular hiring tool at career fairs
- No job announcement; applicants apply directly to CDC
- Full-time, 2-year appointment to an excepted service position at entry- or mid-level grades (GS-5, 7, 9 level)
- Formal development plan with focus on advancement
- Same benefits and pay as other employees; accrue seniority
- **MAY** gain eligibility for conversion to a permanent Federal position at the end of a successful internship

SAFER • HEALTHIER • PEOPLE™



PRESIDENTIAL MANAGEMENT FELLOWS (PMF) PROGRAM



- Government-wide Leadership Development Program
- Minimum of Master's Degree
- Perspective candidates are nominated by their graduate schools
- Rigorous screening process by OPM to identify best finalists
- 2-year fellowship
- Application period typically opens in September annually
- Program Fellows may be converted to permanent status following successful completion of fellowship

www.pmf.opm.gov

SAFER • HEALTHIER • PEOPLE™



EMERGING LEADERS (EL) PROGRAM



- Sponsored by Dept. of Health and Human Services
- Minimum of Bachelors Degree
- Formal training program throughout two-year internship
- Rigorous screening process by HHS to identify best finalists
- 2-year internship
- Application period typically opens in February annually-closes March 1
- May be converted to permanent status following successful completion of program

SAFER • HEALTHIER • PEOPLE™



Fellowship Opportunities



- Senior Service Fellowship -Equivalent to Grades GS-13 to GS-15
 - Requires Doctoral Degree, or equivalent, plus related experience
 - Appointments are in 5-year increments with possible extensions
- Associate Service Fellowship -Equiv to Grades GS-9 to GS-12
 - Requires Master's Degree, or equivalent, plus related experience
 - Appointments are in 5-year increments with possible extensions
- Regular Fellowship -Equivalent to Grades GS-5 to GS-9
 - Requires a Bachelor's Degree, or equivalent, plus related experience
 - Appointments are for up to 1 year, not to exceed 7 years

Other Fellowship information is available at www.cdc.gov/phtrain

SAFER • HEALTHIER • PEOPLE™



Work Study Program



- Apply through academic institution
- Not CDC/ATSDR employees and are not eligible for federal benefits
- Must obtain written approval from University
- Excellent way to enhance resume and gain valuable work experience!

SAFER • HEALTHIER • PEOPLE™



Worksite Experience Program



- Non-paid volunteer opportunity
- Work must be related to the student's academic studies - may range from administrative to research-related projects
- Allows students to explore career options and gain valuable and rewarding work experience
- Students should contact the office they are interested in volunteering to express an interest in volunteer opportunities

SAFER • HEALTHIER • PEOPLE™



STARS Pilot Program

- Strategic Talent Advancement, Recruitment, and Succession
- Initiative proposed by Dr. Gerberding to enhance external recruitment, market CDC as an employer of choice, and expand “big” science
- Pilot to recruit entry level Microbiologists – BS degrees
- Use Federal Career Intern Program as hiring mechanism
- Expand to other public health areas if successful

SAFER • HEALTHIER • PEOPLE™



STARS timeline (tentative)



- Job announcement posted in late October
- Individuals will be notified of job opening via e-mail
- **PAY ATTENTION TO REQUIREMENTS!**
- Interviews will be held in mid-November
- Start date will be end of January (tentatively 1/20)
- First week: Orientation



Questions



SAFER • HEALTHIER • PEOPLE™



Contact Information

Vicki Hunter

Strategic Recruiter

Centers for Disease Control and Prevention
Office of Workforce and Career Development

404.498.6528 office

404.808.8321 cell

VHunter@cdc.gov

SAFER • HEALTHIER • PEOPLE™