



Langley Insourcing Workforce Info Session

Hiring & Application Guidance

July 2026



Office of the Chief Human Capital Officer

People first. Mission always.



Hiring Process Overview

Understanding Job Announcement Information

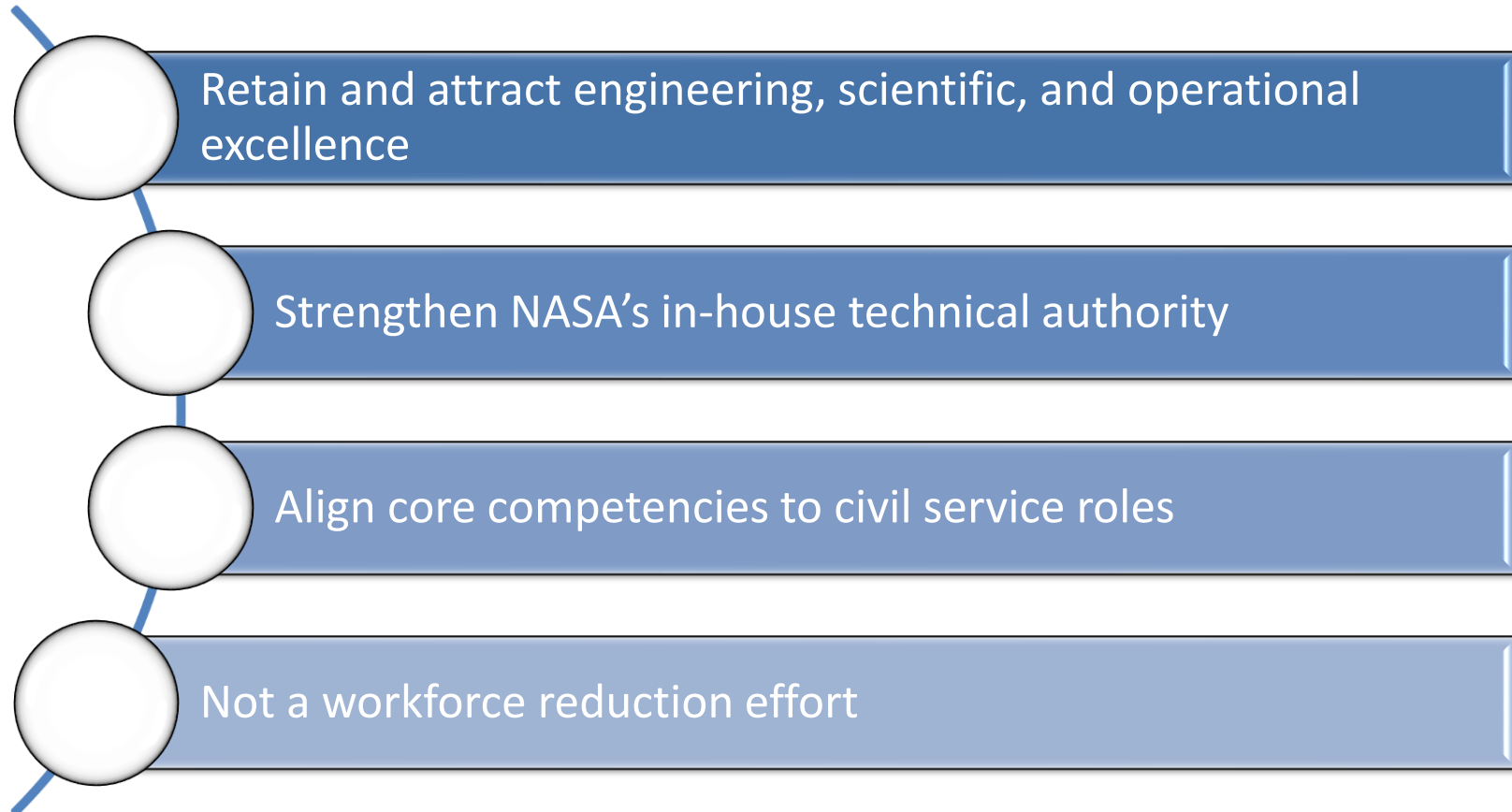
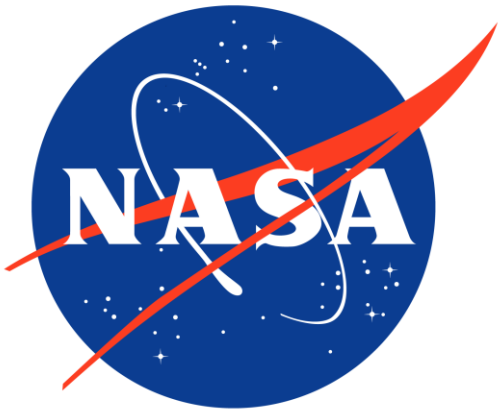
Writing Your Resume

Next Steps

Resources, Employee Pay & Benefits

Session Dates	Location	Audience
Mon. 7/27/2026 3:00 PM	Reid 1, 2, 3	Workforce Session
Tues. 8/4/2026 10:00 AM	Pearl Young Theater	Workforce Session
Thurs. 8/13/2026 3:00 PM	Reid 1	Workforce Session

Restoring NASA's Core Competencies



Website: <https://www.nasa.gov/careers/restoring-nasas-core-competencies/>

Hiring Process Overview



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Understanding Job Announcement Info



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- Used to expedite hiring due to severe shortages or critical hiring needs
 - Covers similar series (e.g., professional engineers) and grades covered by the Direct Hiring Authority
 - GS-0801 General Engineering and GS-0301 Miscellaneous Administration and Program Series are very broad. You can read more about every OPM job series [here](#).
- Open to Public: Public notices allow all U.S. citizens to apply
- Allows applicants to pick from a wide range of series/grades, all included on one vacancy announcement
- Open dates – Targeting **September 2026** for vacancy announcements

- Applicants must select series they want to be considered for and the lowest grade they will accept
- Resume must address all specialized experience identified in the announcement
- Interviews may be conducted, but not mandatory
- How to Find the Public Notice: www.USAJOBS.gov
- [Sample Direct Hire Flyer Posting](#)

- Positions are expected to report to a federal facility. Those outside the LaRC local commuting area will be addressed on a case-by-case basis.
- One-year probationary period is required
- [Restoring NASA's Core Competencies Website](#)

Aerospace Technology (AST) is a specialized classification unique to NASA.

Basic Education Requirement: An accredited bachelor's degree in an AST qualifying field.

Qualifying

- ABET accredited Engineering
- Physical/Life Science, Mathematics
- Computer Science (with specific math credits)
 - *Important Caveats:**
 - **Computer Science bachelor's degrees:** Must include 30 semester / 45 quarter hours in math, statistics, and computer-science (including differential and integral calculus)
 - Please review the announcement language for more information
 - *The coursework requirement does not apply to graduate Computer Science degrees*
- Other related degrees, coupled with professional engineering experience
 - For example, while an engineering technology degree does not, by itself, meet the basic education requirement, applicants may still qualify through an exceptional experience provision
- Graduate degrees in any of these areas, if an applicant does not possess a qualifying bachelor's degree

Enter a job or keyword to start searching

Where do you want to work?

 Public Notice Engineer



Search

Who can apply ▾

Pay ▾

Security clearance ▾

Job type ▾

Travel ▾

Work schedule ▾

Occupation ▾

Agency ▾

Work site ▾

1–24 of 24 Public Notice Engineer jobs [↕ Sort by ▾](#)

 Turn on job alert ▾

Public Notice for Civil Engineer (Direct Hire)

 Save job

Federal Aviation Administration

Starting at \$53,528 Per year (FV G-K)

Public Notice - Engineering (Direct Hire)

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
John F. Kennedy Space Center

This job announcement has closed

Print

- Summary
- This job is open to
- Duties
- Requirements
- How you will be evaluated
- Required documents
- How to apply

Summary

Positions advertised are in various organizations at Kennedy Space Center. NASA may fill positions in any of the following series and at any grade level listed in this announcement (GS-0801, 0819, 0830, 0850, 0855, 0861 at the GS-11/12/13/14/15 levels).

Learn more about this agency

This job is open to

Help

The public

U.S. Citizens, Nationals or those who owe allegiance to the U.S.

Videos



Overview

Help

Reviewing applications

Posted this month

Location

Many vacancies in the following locations:

- Decatur, AL
- Hawthorne, CA
- Vandenberg AFB, CA
- Kennedy Space Center, FL
- McLennan County, TX

Work site options

Telework eligible

Yes—as determined by the agency policy.

Remote job

No

Relocation expenses reimbursed

No

Salary

\$74,678 - \$197,200 per year

Salary range reflects the lowest and highest potential salaries of the locations. Actual salary range varies by selectee(s) location



Duties

[? Help](#)

- Duties described below are at the highest grade advertised. Duties assigned at lower grade levels will be of more limited scope, performed with less independence and limited complexity; duties will be commensurate with the grade of selected employee.
- Directs technical efforts across organizational boundaries and provides authoritative guidance to senior officials on highly complex engineering matters.
- Conducts and oversees advanced engineering analysis, design, test, and evaluation on mission-critical systems. Applies expert judgment to resolve complex technical problems and recommends optimal solutions.
- Advises executive leadership and program managers on complex technical and programmatic matters. Represents the organization in high-level technical forums, boards, and reviews at the agency and interagency levels.
- Develops and approves engineering standards, technical policies, and requirements documents at the program or enterprise level. Authors technical reports and assessments that inform senior leadership decisions.
- Provides technical mentorship and discipline leadership across experience levels. Serves as a functional area expert supporting long-term organizational technical capability and engineering workforce development.
- Represents the organization in technical exchanges with contractors, partner agencies, and external entities. Leads formal technical reviews and integrated product teams requiring senior-level engineering expertise.
- For supervisory positions, you will perform a full range of supervisory duties which includes assigning and evaluating work; recommending personnel actions; taking disciplinary actions; and identifying training needs and developing employees.

Salary range reflects the lowest and highest potential salaries of the locations. Actual salary range varies by selectee(s) location.

Pay scale & grade

GS 11 - 15

Promotion potential

None - Contingent - Promotion potential will be based on the position to which appointed.

[? Learn more about pay scale and grade](#)

Pay scale and grade determines the salary of the job.

Work schedule

Full-time

Travel Required

Occasional travel - You may be expected to travel for this position.

Appointment type

Permanent

Occupations and job series

[0801 General Engineering](#)
[0819 Environmental Engineering](#)
[0830 Mechanical Engineering](#)
[0850 Electrical Engineering](#)
[0855 Electronics Engineering](#)
[0861 Aerospace Engineering](#)

Supervisory status

Yes

Federal service type

This job is in the Competitive Service

Represented by a union

No

- Announcements include:
 - **Summary** of the job and hiring agency
 - **Duties:** Bulleted list of day-to-day responsibilities. Generally written to cover a wide variety of functions rather than specific tasks.
 - **Requirements:**
 - Conditions of Employment: (e.g., Background check, U.S. Citizenship)
 - Qualifications: Specialized experience needed. In your resume, demonstrate how your work experience aligns directly to the specialized experience requirements listed.
 - Education: If applicable, such as a qualifying AST degree
 - **Evaluation Criteria:** What HR and hiring managers will look for
 - **Required Documents:** List of documents (resume, transcripts, SF-50)

Short Essay Questions

The following four narrative questions provide an opportunity for you to highlight your dedication to public service for the hiring manager and agency leadership (or designee(s)). While your responses are not required and will not be scored, 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 (LLM) like ChatGPT" or Copilot.

1. How has your commitment to the Constitution and the founding principles of the United States inspired you to pursue this role within the Federal government? Provide a concrete example from professional, academic, or personal experience.

2. In this role, how would you use your skills and experience to improve government efficiency and effectiveness? Provide specific examples where you improved processes, reduced costs, or improved outcomes.

3. How would you help advance the President's Executive Orders and policy priorities in this role? Identify one or two relevant Executive Orders or policy initiatives that are significant to you, and explain how you would help implement them if hired.

4. How has a strong work ethic contributed to your professional, academic or personal achievements? Provide one or two specific examples, and explain how those qualities would enable you to serve effectively in this position.

Resume Writing



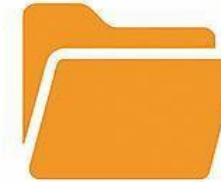
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Preparing Your Application

- USAJOBS account + profile updated
- Two-page federal resume
- Transcripts (if required)
- Certifications (if required)



Required Documents

- Federal resume
- Transcripts (if education is required)
- Certifications/Licenses (if required)

- Required: two-page max
- Tailor to specialized experience
- Use measurable accomplishments
- Avoid acronyms/jargon
- Include hours/week & months/years

A good structure for achievements is:

Accomplished X, as measured by Y, by doing Z.

For example:

‘Accomplished successful International Space Station console certification as measured by passing all simulations and earning instructor recommendation, by completing 18 months of structured training and demonstrating proficiency across all flight rules and procedures.’

Tips for Effective Resumes



Put In

- Full name, current email, current phone number
- Employer name, job title, start and end dates, hours worked per week, series/grade if federal job
- Descriptions that explain how you meet the required qualifications in the job announcement
- Education, if required: name of school, completion date, degree type and specific degree, GPA
- Additional information you may need to provide: current security clearance, job-related training, language skills, professional publications, references



Leave Out

- Photos and SSN
- Classified information
- Personal information such as age, sex, religious affiliations, etc.
- Encrypted and digitally signed documents
- Outdated or unrelated experience

Design your resume now



Put In

- Prioritize relevant, recent experience based on the job posting
- Use bullets, active verbs, and quantifiable results
- Tailor your resume for each announcement
- Avoid vague language or overlong paragraphs
- You must certify your own words – **you are not permitted to use AI or outside consultants**
- Your resume must show that your skills and experiences meet the qualifications and requirements listed in the job announcement
- Use clear concise language that highlights your core qualifications
- Craft strong, targeted content

Next Steps



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- Hiring Managers review all qualified candidates and make selection decisions
- Interviews **may** be requested
- Decision process will remain open for a long duration and selection decisions may occur throughout the duration (not all at once)

- Salary
 - Federal agencies are not permitted to use non-federal salary history to set pay for new civil servant hires. Salary will be set based on factors such as:
 - Relevant experience, skills, and qualifications of the candidate
 - The responsibilities and requirements of the position
 - Pay of current employees and recent hires in similar roles
 - Current labor data

Norfolk-Virginia Beach General Schedule (GS) Pay Scale



Salary Table 2026-VB
Incorporating the 1% General Schedule Increase and a Locality Payment of 18.80%
For the Locality Pay Area of Virginia Beach-Norfolk, VA-NC
Total Increase: 1%
Effective January 2026

Annual Rates by Grade and Step

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	\$ 26,830	\$ 27,729	\$ 28,621	\$ 29,510	\$ 30,400	\$ 30,921	\$ 31,804	\$ 32,693	\$ 32,729	\$ 33,559
2	30,167	30,884	31,885	32,729	33,095	34,068	35,041	36,014	36,987	37,960
3	32,917	34,015	35,113	36,210	37,308	38,406	39,503	40,601	41,699	42,797
4	36,950	38,182	39,414	40,646	41,878	43,110	44,342	45,574	46,806	48,038
5	41,341	42,719	44,097	45,475	46,854	48,232	49,610	50,988	52,366	53,744
6	46,084	47,620	49,156	50,692	52,228	53,764	55,300	56,836	58,372	59,908
7	51,210	52,917	54,624	56,331	58,039	59,746	61,453	63,160	64,867	66,574
8	56,713	58,603	60,493	62,383	64,273	66,163	68,053	69,944	71,834	73,724
9	62,640	64,728	66,817	68,905	70,994	73,082	75,171	77,259	79,348	81,436
10	68,980	71,279	73,578	75,876	78,175	80,474	82,773	85,071	87,370	89,669
11	75,788	78,315	80,842	83,369	85,896	88,423	90,950	93,477	96,003	98,530
12	90,838	93,866	96,894	99,923	102,951	105,979	109,007	112,036	115,064	118,092
13	108,019	111,620	115,221	118,821	122,422	126,023	129,624	133,225	136,826	140,426
14	127,646	131,901	136,157	140,412	144,668	148,923	153,178	157,434	161,689	165,945
15	150,144	155,149	160,154	165,159	170,164	175,169	180,174	185,180	190,185	195,190

Resources



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Comprehensive Benefits Package:

- [Federal Employees Health Benefits](#) (FEHB) Program
 - Offers over 200 different health insurance plans
 - Explore plans here: [FEHB Plan Information](#)
- [Federal Employees Group Life Insurance](#) (FGLI)
 - Use the [FGLI Calculator](#) to determine coverage and bi-weekly premiums
- [Federal Employees Retirement System](#) – Further Revised Annuity Employees (FERS FRAE):
 - FERS FRAE – Mandatory Contribution of 4.4% of your basic pay
 - Social Security – Mandatory 6.2% deduction
 - Thrift Savings Plan (TSP)
 - Agency Matching – up to 5%
 - 100% for the first 3%
 - 50% for the next 2%
 - Rollovers from eligible retirement plans
- [Federal Employees Dental and Vision Insurance Program](#) (FEDVIP)
- [Flexible Spending Accounts](#) (FSAs)
 - Set money aside to pay for out-of-pocket expenses

[Annual Leave](#) and [Sick Leave](#)

[NASA Employees Benefit Association \(NEBA\)](#)

- Basic and Optional Life Insurance Coverage
- Voluntary Accidental Death and Dismemberment (AD&D)
- Voluntary Benefits
 - Dependent Life Insurance
 - Auto and Home Insurance
 - Legal Plans
 - Critical Illness Insurance
 - Accident Insurance
 - Pet Insurance
 - Hospital Insurance
 - Cancer Insurance

Visit the [Metlife | NEBA](#) website for more information

For additional information regarding Federal benefits, review the [OPM New/Prospective Employee Guide](#).

Trending Themes	Summary
1. Application Process & USAJobs	Questions about how to successfully apply, navigate USAJobs, and understand the hiring process.
2. Qualifications, Eligibility & Selection	Questions about who can apply, how qualifications are evaluated, and selection rules.
3. Pay, Benefits & Employment Terms	Questions focused on compensation, appointment type, incentives, and employee benefits.
4. Position Logistics & Work Environment	Questions about the nature of the job after selection and day-to-day work expectations.
5. Insourcing Strategy & Workforce Transition	Questions about how contractor-to-civil servant conversion will be implemented and communicated.
6. Selection, Offers & Career Progression	Questions about what happens after applying through onboarding and future career movement.

While we understand everyone's circumstances are unique, please be aware that individual scenarios cannot be addressed. We encourage employees with questions pertaining to their own circumstances to discuss with the contract management.

Slides and related resources will be provided following the session.

<https://www.nasa.gov/careers/restoring-nasas-core-competencies/>



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