

Joint Base Andrews Community Employment Guide



Military & Family Support Center
1191 Menoher Dr.
JB Andrews
301-981-7087

Joint Base Andrews Military & Family Support Center

Location: Building 1191 Menoher Dr.

0730 – 1630 Monday, Tuesday, Wednesday & Friday

0730 – 1200 Thursday

301-981-7087

**Closed on all Federal Holidays and AFDW
Family Days**

**Facebook and LinkedIn: Joint Base Andrews Military &
Family Support Center**

<https://www.linkedin.com/in/jbamilitaryandfamilysupportcenter/>

<https://www.facebook.com/jbamfsc>

We provide:

Local Employment Information ♦ Employment Services for Transitioning Members ♦

Career Consultations & Resume Reviews ♦ Workshops

♦ Computer Access

On-Base Employment Opportunities

NAF Human Resources Office

Apply for NAF positions on: www.usajobs.gov

Non-appropriated funds positions include jobs within facilities such as the Courses at Andrews, Lodging, Youth Services, Child Development Center, The Club and the Community Commons.

Who is eligible?

- Any US citizen

Federal Employment & Civil Service Positions

www.usajobs.gov

Many federal positions can be found on this website. Because the federal employment process is different than the civilian employment process, federal employment-seekers are encouraged to attend the M&FSC's Tips for Federal Employment workshop to learn more about this process and how to create a Federal Resume.

There are an abundance of federal agencies in the NCR, if you are not sure which agency is the best fit for you, take a look at this website:

www.usa.gov/federal-agencies USA Gove A-Z Guide to Federal Agencies

www.state.gov/careers/ Department of State

www.secretservice.gov/join/careers/ Secret Service

www.cia.gov/careers/index.html Central Intelligence Agency

www.dia.mil/Careers-Internships/ Defense Intelligence Agency

www.nasonline.org/about-nas/careers National Academy of Sciences

www.intelligencecareers.gov Intelligence careers

www.clearancejobs.com Job opportunities for those with security clearance

Priority Placement Program (PPP)

Military Spouse Preference (MSP) is a Department of Defense (DoD) program derived from title 10, United States Code (U.S.C.) 1784. Public Law 99-145, enacted in 1986 and codified at 10 U.S.C. 1784, requires the Secretary of Defense to prescribe regulations that provide employment preference to spouses of active duty military members of the United States (U.S.) Armed Forces (including the Coast Guard), who relocate to accompany their sponsor on a permanent change of station (PCS) move.

This program is intended to lessen the career interruption of spouses who relocate with their military sponsors. Since 1989, military spouses have been required to register in Program S of the Priority Placement Program (PPP) which uses automated referral procedures to exercise MSP for competitive service vacancies in the U.S.

The good news is registration in the PPP is no longer required for spouses. Additionally, under Section 573 of the FY2019 National Defense Authorization Act enacted on August 13, 2018, a temporary expansion of the noncompetitive appointing authority for military spouses includes all spouses of active duty military members, even in the absence of a PCS move. Essentially, this change amends Section 3330d of title 5, USC, by affording noncompetitive appointment eligibility to a non-relocating spouse of a member of the Armed Forces using Executive Order 13473. This temporary authority expires on August 13, 2023. See “How do I exercise MSP and Priority Status as a Military Spouse” below for more details.

WHAT ARE THE ELIGIBILITY REQUIREMENTS FOR MILITARY SPOUSES?

The most fundamental requirement is marriage to an active duty member of the U.S. Armed Forces. In addition:

- You must reside within the commuting area of your sponsor’s permanent duty station (PDS);
- You must provide proof of marriage to the active duty sponsor, proof of military member’s active duty status, and other documentation required by the vacancy announcement to which you are applying; and
- You must meet all pre-employment criteria and be eligible for immediate noncompetitive appointment to a position in the competitive service.

HOW DO I EXERCISE MSP AND PRIORITY STATUS AS A MILITARY SPOUSE?

Program stakeholders for MSP should be aware that the hiring process for MSP eligibles has been restructured to enable military spouses to take charge and be the driver of their own careers. Stakeholders should also note that the hiring process has been simplified by changing it from registration and referral to application based. This change replaces the automated process and eliminates the mandatory requirement to register in the PPP. It allows military spouses to independently exercise their preference for a greater variety of positions without contacting a Human Resources Office (HRO) or waiting to be notified about Job Opportunity Announcements (JOAs).

To receive MSP and exercise priority status through the application process, you must:

- Create a login.gov account to sign in to USAJOBS (first time users). Login.gov is a service that offers secure and private online access to government programs, such as Federal benefits, services, and applications.
- Use the same email address for login.gov and USAJOBS.
- Create a new password.
- Have a working phone number (mobile or landline); login.gov will send a unique security code each time you sign into your account.
- Create a USAJOBS profile using the same email address for login.gov.
- Create a new password for USAJOBS (first time users).
- Build or post a resume to the USAJOBS profile and upload essential documents, including a copy of your sponsor’s PCS orders and the Military Spouse PPP Self-Certification Checklist which must be included with each job application.
- Apply to the JOA for which interested and available.
- MSP and priority status for permanent positions may be used only once for each PCS move and it only applies to positions in the commuting area of your sponsor’s PDS. MSP and priority placement eligibility terminates if you:
- Accept or decline permanent Federal employment in the commuting area of your sponsor’s PDS;

- Lose your spousal status due to divorce, death of your sponsor, or your sponsor's retirement or separation from active duty; or
- No longer meet the requirements for noncompetitive appointment eligibility.

Military Spouse Program (MSP) The MSP Program is too complex to adequately explain in such an abbreviated format. For more details, you can find information on:

<https://www.dcpas.osd.mil/EC/Advise>

<https://www.fedshirevets.gov/job/shams>

<https://www.opm.gov/policy-data-oversight/hiring-information/veteransauthorities/#url=Appointment-of-Military-Spouses>

<http://www.militaryonesource.mil/web/mos/spouse>

<https://www.militaryonesource.mil/education-employment/forspouses/managing-your-career/military-spouse-preference-inemployment?inheritRedirect=true&redirect=%2Feducation-employment>

Army & Air Force Exchange Service (AAFES)

www.aafes.com/about-exchange/exchange-careers/

This includes the Base Exchange (Bx), Shopette, Subway, Domino's Pizza, Concessions in the Mini-Mall, etc. Must be 16 or older to work; however, the Shopette requires 18 and older.

Joint Base Andrews Exchange
 Joint Base Andrews, MD
 (301) 568-1500

JBAB Main Exchange
 Washington, DC · In Joint
 Base Anacostia–Bolling
 (202) 562-3000

Exchange Fort Belvoir
 Fort Belvoir, VA
 (703) 806-5416

Credit Union

<https://www.andrewsfcu.org/>

Careers

Join the team at Andrews Federal Credit Union and enjoy a great working environment and benefits. Explore current job openings in the U.S.

[/Learn/Inside-Andrews/About-Us/Careers](#)

Defense Commissary Agency (DeCA)

This includes <http://www.usajobs.gov> cashiers, store workers, and support clerks. Those who are eligible: dependents, retirees and local civilians.

Contact Information:

684 Starkey Ave,
Joint Base Andrews, MD
(301) 541-1370
Store Email: AndrewsAFB.commissary@deca.mil
<https://www.commissaries.com/shopping/store-locations/andrews-jb>

Volunteer Opportunities

This is an effective way to gain valuable experience and network for future job opportunities. Please see the Volunteer Program Coordinator at the M&FSC for assistance in finding the best match for your skillset.

Off-Base Employment Opportunities

Employment in the DMV

Maryland Workforce Exchange www.mwejobs.maryland.gov

MWE Website: wehelp@dllr.state.md.us

Prince George's County One Stop Center (Largo)

1801 McCormick Drive Suite 120

Largo, MD 20774

Phone: (301)618-8425

Email: information@pgcedc.com

Charles County One Stop Center (Waldorf)

175 Post Office Road

Waldorf, MD 20602

Phone: (301)645-8712

Email: charlescjs@dllr.state.md.us

DC Department of Human Resources www.dchr.dc.gov

1015 Half Street, SE, 9th Floor, Washington, DC 20003

Phone: (202) 442-9700

Fax: (202) 727-0154

TTY: (202) 727-8478

Email: dchr@dc.gov

Virginia Employment Commission www.vec.virginia.gov

Employment center

Alexandria, VA · (703) 813-1300

Woodbridge, VA · (703) 897-0407

Staffing Agencies*

These agencies offer assistance finding temporary and permanent employment. This is not an inclusive list. Check your local listings for more in depth pursuit.

Staffing Etc.

9410 Annapolis Rd STE 200

Lanham, MD

(301) 403-8838

www.Staffingetc.net

Randstad Staffing

4451 Parliament Pl suite J

Lanham, MD

(301) 860-0618

www.randstadusa.com

TorchLight Hire

Employment agency

Alexandria, VA

(703) 566-1452

torchlighthire.com

Beacon Hill Staffing Group

1120 Connecticut Ave NW #480

Washington, DC

(202) 393-6600

<https://www.beaconhillstaffing.com>

*The USAF does not endorse any private company

Military Friendly Companies

This website has the most up-to-date information about companies who intentionally seek out military spouses and veterans and also understand the unique challenges with which military families cope. Listed below are some of these companies who either have or have recently had positions open: <https://www.militaryfriendly.com/employers/>

Top Ten Military Friendly Companies

- 1) Amentum
- 2) UnitedHealth Group
- 3) VERIZON
- 4) Comcast NBCUniversal
- 5) Combined Insurance, a Chubb Company
- 6) HILTON
- 7) Boeing
- 8) Lockheed Martin Corporation
- 9) PenFed Credit Union
- 10) Dominion Energy, Inc.

Spouse Employment



The Need to Support Military Spouses

While military spouses are well educated and highly qualified for a range of careers, they face a **24 percent unemployment rate** and a 25 percent wage gap compared to their civilian counterparts.

Seventy-seven percent of these spouses want or need work, yet frequent relocation is often a barrier to finding and maintaining a rewarding career. The inability of spouses to obtain and retain fulfilling employment as they relocate with the military compromises the quality of life of military families and the readiness of the military force.

The Launch of MSEP

The Presidential Study Directive-9 Report, *Strengthening Our Military Families: Meeting America's Commitment*, published Jan. 25, 2011, highlights the need for a unified Federal government approach to help develop career and education opportunities for military spouses. Among the target activities to accomplish this goal is increasing opportunities for military spouses to obtain private sector careers. As a result, the Department of Defense leveraged the successful partnerships created under the Army Spouse Employment Partnership by expanding

the program to Navy, Marine Corps, and Air Force spouses. The expanded program – the Military Spouse Employment Partnership, or MSEP – officially launched in June 2011 during a ceremony at the U.S. Chamber of Commerce.

MSEP Today

MSEP is part of DoD's broader Spouse Education and Career Opportunities, or SECO, initiative, which seeks to strengthen the education and career opportunities of military spouses by providing:

- Career exploration opportunities to help them understand their skills, interests, and goals
- Education and training to help them identify academic, licensing, or credentialing requirements that can help them reach their career goals
- Employment readiness assistance to optimize their self-marketing skills
- Employment connections that help them find and maintain a rewarding career

MSEP, a targeted recruitment and employment solution, creates employment connections that provide companies with direct access to military spouses seeking career opportunities and spouses with direct access to employers who are actively recruiting.

MSEP currently has more than **500** partners, who have hired more than **175,000** military spouses. msepjobs.militaryonesource.mil/msep/

National Capital Region Military & Family Support Centers

Joint Base Anacostia-Bolling, Washington, D.C.
DSN: 484-3160 & COMM: (202) 284-3160, Main: (202) 284-4473

Fort Meade Employment Readiness Program Specialist
Desk: (301) 677-6658

Fort Meade Employment Assistance Program Supervisor
Desk: (301) 677-5590

Pentagon Military & Family Support Center
403-693-6460