United States Department of Agriculture

SCHEDULE A HIRING AUTHORITY

Schedule A helps individuals with special circumstances get appointed to Forest Service positions, allowing everyone the opportunity to make a lasting impact and help sustain the Nation's forests and grasslands.

The Schedule A hiring authority is used to appoint individuals with severe physical disabilities, psychiatric disabilities, and intellectual disabilities. Those under Schedule A may qualify for conversion to permanent status after 2 years of service. The Forest Service does not determine who is eligible for Schedule A.

Eligibility Requirements

- Noncompetitive eligibility applies to any grade level and occupational series, as well as any type of appointment (temporary, term, seasonal, permanent).
- The individual can be converted to any occupational series or grade after completing a 2-year probationary period.
- Documentation of disability from a licensed medical professional, licensed vocational rehabilitation specialist, or an agency that issues disability benefits is required.
- This documentation needs to state that you "have a severe disability that qualifies this person for consideration under the Schedule A hiring authority for Persons with Disabilities [5 CFR 213.3102 (u)]." The letter does not need to disclose specifics details about your disability.
- Individuals with Schedule A eligibility who are current career/career conditional employees may still pursue career advancement noncompetitively under Schedule A, as well as competitively; however, if selected under Schedule A, completing a 2-year probationary period is still required.

Veterans and Schedule A

- Veterans "30% or More Disabled" may obtain Schedule A Certification from the Department of Veterans Affairs' Vocational Rehabilitation & Employment (VR&E) Program.
- Any veteran with a disability covered under the Americans with Disabilities Act (ADA) definition of "disability," whether service-connected or not, may qualify.
- When filling out a competitive vacancy announcement using Schedule A, hiring officials must still apply veteran preference to the pool of qualified Schedule A applicants. Veterans with qualifying disabilities, whether service-connected or not, should consider obtaining Schedule A Certification to gain access to this additional hiring avenue.

Forest Service photo by Andy McMillan, Team Pathways2Solution

How to Apply

With Schedule A certification, hiring officials may opt to hire you without posting or publicizing a position; however, many Forest Service job announcements on USAJOBS also accept positions under Schedule A, 213.2102(u). Your eligibility provides opportunity, but does not guarantee you a job within Federal employment.

The Forest Service accepts all job applications on USAJOBS. USAJOBS connects job seekers with Federal employment opportunities across the United States and around the world. To apply for a position in the Forest Service:

Step 1: Visit www.USAJOBS.gov.
Step 2: Create a USAJOBS profile.
Step 3: Upload or create a Federal resume.
Step 4: Search for jobs in USAJOBS.
Step 5: Review the job announcement.
Step 6: Apply! On the application, include your interest and eligibility to be considered noncompetitively under Schedule A.

More information on Forest Service careers, benefits, and opportunities is available on fs.usda.gov/fsjobs-events. If you would like to speak directly to a Forest Service recruiter, please send an email to SM.FS.recruiting@usda.gov.

Forest Service photo by Tanya Flores