

AVIATOR – OMB #2120-0597 Screenshots (Sample FAA Application for Job Series 343 Vacancy)

Privacy Act and Paperwork Reduction Act

Privacy Act Statement:

Public Law 104-50 allows the Federal Aviation Administration (FAA) to rate applications for employment. We need the information on this application questionnaire to see how well your education and work skills qualify you for employment with the FAA. We also need information on matters such as citizenship and military service to see whether you are affected by laws we must follow in deciding who may be employed by the Federal government. In certain situations, your Social Security Number (SSN) is needed to keep our records accurate. Public Law 104-134 (April 26, 1996) asks Federal agencies to use this number to help identify individuals in agency records. The information we collect on this questionnaire will be used for employment purposes, and it may also be used for statistical studies or computer matching with other government files. We may also use your information to seek information about you from employers, schools, banks, and others who know you, but only as allowed by law or Presidential directive.

The nature of the information received is confidential, and authorized officials will handle it appropriately. This information becomes part of a Privacy Act System of Records as identified in 5CFR 552a, and any disclosure of this record or information in this record is in accordance with routine uses found in System Notice OPM/GOVT-5, Recruiting, Examining, and Placement Records.

Furnishing Race, Sex, National Origin, and Disability Status. The Federal Aviation Administration (FAA) is authorized to collect this information by 5USC 7201, 42USC 2000e-16, 29USC 206(d) and the Uniform Guidelines on Employee Selection Procedures (1978). Solicitation of this information is in accordance with Statistical Policy Directive, No. 15, Race and Ethnic Standards for Federal Statistics and Administrative Reporting. Providing this information is voluntary. It will be used for statistical determinations to assess the effectiveness of our recruitment and pre-employment processing programs and to ensure our employment practices are free from discrimination and provide equal employment opportunities for all in accordance with Federal law. The nature of the information received is confidential and authorized officials will handle it appropriately. This information will be maintained under conditions that ensure only summary data for all applicants are reported and that no individual applicant's data is provided to selecting officials. This information becomes part of a Privacy Act System of Records as identified in 5CFR 552a, and any disclosure of this record or information in this records is in accordance with routine uses found in System Notice OPM/GOVT-7, Applicant Race, Sex, National Origin, and Disability Status Records.

Paperwork Reduction Act Burden Statement:

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0597. Public reporting for this collection of information is estimated to be approximately 60 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

All responses to this collection of information are voluntary. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.

Welcome

Welcome to the Federal Aviation Administration Online Job Application System.

You have arrived from USAJOBS to continue the application process.

We have received your information from USAJOBS but we have some additional questions to ask you so click 'Continue' below and let's get started!

[Continue](#)

Announcement Info

Announcement number

ACE-AAA-17-OMB-07049

Job Title


Management and Program Analyst

Series

343

Grade(s)

FV-G

Closing Date 

3/21/2023

Status 

In Progress

Date Submitted 

[Previous](#)

[Next](#)



U.S. Department of Transportation
Federal Aviation Administration
800 Independence Avenue, SW
Washington, DC 20591
(866) TELL-FAA | (866) 835-5322

[Privacy Policy](#)
[Accessibility](#)
[Web Policies & Notices](#)
[Disclaimer](#)
[Privacy Act and Paperwork Reduction Act](#)

Resume and Documents

Your Resume



Your Documents



If this looks correct, click "Continue" below and let's start your application.

I acknowledge that I have reviewed the required documents section of the vacancy announcement to determine which documents, if any, I must provide in support of the application.

Continue

If this does not look correct or you wish to attach additional documents, click "Return to USAJOBS", attach the correct resume and supporting documents and reapply!

Return to USAJOBS

Announcement Info

Announcement number
ACE-AAA-17-OMB-07049

Job Title
Management and Program Analyst

Series
343

Grade(s)
FV-G

Closing Date 
3/21/2023

Status 
In Progress

Date Submitted 

Important

We strongly encourage applicants to utilize the USAJOBS resume builder in the creation of resumes. Please ensure EACH work history includes ALL of the following information:

- Job Title (include series and grade if Federal Job)
- Duties (be specific in describing your duties)
- Employer's name and address
- Supervisor name and phone number
- Start and end dates including month and year (e.g. June 2007 to April 2008)
- Full-time or part-time status (include hours worked per week)
- Salary

Determining length of General or Specialized Experience is dependent on the above information and failure to provide ALL of this information may result in a finding of ineligible.



U.S. Department of Transportation
Federal Aviation Administration
800 Independence Avenue, SW
Washington, DC 20591
(866) TELL-FAA | (866) 835-5322

[Privacy Policy](#)
[Accessibility](#)
[Web Policies & Notices](#)
[Disclaimer](#)
[Privacy Act and Paperwork Reduction Act](#)

Step 1 of 6

Applicant Background Questionnaire

This information is used to determine if our equal employment opportunity efforts are reaching all segments of the population, consistent with Federal equal employment opportunity laws. Responses to these questions are voluntary. Your responses will not be shown to the panel rating the applications, to the official selecting an applicant for a position, or to anyone else who can affect your application. This form will not be placed in your Personnel file nor will it be provided to your supervisors in your employing office should you be hired. The aggregate information collected through this form will be kept private to the extent permitted by law. See the Privacy Act Statement and Paperwork Reduction Act link below for more information.

Completion of this form is voluntary. No individual personnel selections are made based on this information. There will be no impact on your application if you choose not to answer any of these questions.

When finished, click on the "Next" button at the bottom of this page in order to continue to complete the application process.

1. Sex

- Male
- Female

2. Ethnicity

- Hispanic or Latino - a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- Not Hispanic or Latino

3. Race

- American Indian or Alaska Native - a person having origins in any of the original peoples of North or South America (including Central America), and who maintains tribal affiliation or community attachment.
- Asian - a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, or Vietnam.
- Black or African American - a person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander - a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific islands.
- White - a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

OMB Control Number
OMB Control Number 2120-0597 Expiration Date: May 31, 2023
Announcement Info
Announcement number ACE-AAA-17-OMB-07049 Job Title Management and Program Analyst Series 343 Grade(s) FV-G Closing Date 3/21/2023 Status In Progress Date Submitted

⚠ Timeout Warning

Important: Typing and/or scrolling does NOT constitute "activity". Please save often!

For security purposes, your session will end after an extended period of inactivity. A warning will be presented to you if your session will timeout soon.

Disability/Serious Health Condition

The next questions address disability and serious health conditions. Your responses will ensure that our outreach and recruitment policies are reaching a wide range of individuals with physical or mental conditions. Consider your answers without the use of medication and aids (except eyeglasses) or the help of another person.

A. Do you have any of the following? Check all that apply to you:

- Deaf or serious difficulty hearing
- Blind or serious difficulty seeing even when wearing glasses
- Missing an arm, leg, hand, or foot
- Paralysis: Partial or complete paralysis (any cause)
- Significant Disfigurement: for example, severe disfigurements caused by burns, wounds, accidents, or congenital disorders
- Significant Mobility Impairment: for example, uses a wheelchair, scooter, walker or uses a leg brace to walk
- Significant Psychiatric Disorder: for example, bipolar disorder, schizophrenia, PTSD, or major depression
- Intellectual Disability (formerly described as mental retardation)
- Developmental Disability: for example, cerebral palsy or autism spectrum disorder
- Traumatic Brain Injury
- Dwarfism
- Epilepsy or other seizure disorder
- Other disability or serious health condition: for example, diabetes, cancer, cardiovascular disease, anxiety disorder, or HIV infection; a learning disability, a speech impairment, or a hearing impairment.

If you did not select one of the options above, please indicate whether

- None of the conditions listed above apply to me.
- I do not wish to answer questions regarding disability/health conditions.

Save

Next



Step 2 of 6

Special Hiring Authorities

1. Select from among the following special hiring authorities for which you are eligible and want to be considered for:

The disability-related information requested is used solely in connection with affirmative action (Equal Employment Opportunity Commission [EEOC] data collection) obligations or efforts. Identification of eligibility for any special hiring authority is entirely voluntary and information will be kept confidential in accordance with the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 791). Your refusal to provide the information will not subject you to any adverse treatment if you decline to provide it, and the information will be used only once with the Rehabilitation Act.

Veterans' Recruitment Appointment (VRA)

30% or More Disabled Veteran

Persons with Disabilities (PWD)/Persons with Targeted Disabilities (PWTD)

[Previous](#) [Save](#) [Next](#)

OMB Control Number

OMB Control Number 2120-0597
Expiration Date: May 31, 2023

Announcement Info

Announcement number
ACE-AAA-17-OMB-07049

Job Title
Management and Program Analyst

Series
343

Grade(s)
FV-G

Closing Date
3/21/2023

Status
In Progress

Date Submitted

Timeout Warning


Important: Typing and/or scrolling does NOT constitute "activity". **Please save often!**

For security purposes, your session will end after an extended period of inactivity. A warning will be presented to you if your session will timeout soon.



Step 3 of 6**Geographic Preferences**

Are you willing to work at the following duty location:

 Alabama - Auburn[Previous](#)[Save](#)[Next](#)**OMB Control Number**OMB Control Number 2120-0597
Expiration Date: May 31, 2023**Announcement Info****Announcement number**
ACE-AAA-17-OMB-07049
Job Title
Management and Program Analyst
Series
343
Grade(s)
FV-G
Closing Date
3/21/2023
Status
In Progress
Date Submitted **Timeout Warning**

Important: Typing and/or scrolling does NOT constitute "activity". **Please save often!**

For security purposes, your session will end after an extended period of inactivity. A warning will be presented to you if your session will timeout soon.



Step 4 of 6

Applicant-Preferred Conditions of Employment and Federal Service

1. What is the lowest grade or payband that you wish to be considered for:

2a. Are you currently a permanent FAA employee?

2b. Are you currently a temporary FAA employee?

2c. Are you currently a temporary FAA employee serving under the Retired Military Air Traffic Controllers Program?

2d. Are you a DOT employee working in an agency other than the FAA and have completed a one year probationary period or trial period?

3. Are you a:

- Former permanent employee of the FAA who had successfully completed a one-year probationary period OR
- Current or former permanent civilian employee from other competitive or excepted service agencies who have completed a one-year probationary period or trial period in the competitive or excepted service.

4. Are you a preference eligible and/or veteran who was honorably discharged from the Armed Forces after completing at least three (3) years of continuous active service?
Definitions of Preference Eligible and Active Service.

5. Do any of your relatives work for the agency or government organization to which you are submitting this application? (include: father, mother, husband, wife, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, and half sister.)



5a. If question #5 is yes, please provide the relative(s) name, relationship, and department, agency, or branch of the Armed Forces for which your relative(s) works in the space below.

Characters remaining: 500

OMB Control Number

OMB Control Number 2120-0597
Expiration Date: May 31, 2023

Announcement Info

Announcement number
ACE-AAA-17-OMB-07049
Job Title
Management and Program Analyst
Series
343
Grade(s)
FV-G
Closing Date 
3/21/2023
Status 
In Progress
Date Submitted  Timeout Warning

Important: Typing and/or scrolling does NOT constitute "activity".
Please save often!
For security purposes, your session will end after an extended period of inactivity. A warning will be presented to you if your session will timeout soon.

Step 5 of 6
Review Application

OMB Control Number

OMB Control Number 2120-0597
Expiration Date: May 31, 2023

Announcement Info

Announcement number
ACE-AAA-17-OMB-07049

Job Title
Management and Program Analyst

Series
343

Grade(s)
FV-G

Closing Date
3/21/2023

Status
In Progress

Date Submitted

Donald D Duck
44 SW 2222
Glenwood Landing, NY 11547
Day Phone: 9997776666
Mobile: 4054059595
Email: toni.main-valentin@faa.gov

Your Resume



Your Documents



⚠ Timeout Warning
Important: Typing and/or scrolling does NOT constitute "activity". **Please save often!**
For security purposes, your session will end after an extended period of inactivity. A warning will be presented to you if your session will timeout soon.

USAJOBS Profile

USAJOBS Profile

Are you a U.S. Citizen or national?

Yes

Have you accepted a buyout from a Federal agency within the past 5 years?

No

Have you served in the U.S. Armed Forces?

Yes

Veterans' Preference:

10-point preference based on a compensable service connected disability of 30% or more (CPS)

Military Service Period Dates:

Start Date: 08/26/1992 End Date: 08/30/2017

Special Hiring Authorities

1. Select from among the following special hiring authorities for which you are eligible and want to be considered for:

The disability-related information requested is used solely in connection with affirmative action (Equal Employment Opportunity Commission [EEOC] data collection) obligations or efforts. Identification of eligibility for any special hiring authority is entirely voluntary and information will be kept confidential in accordance with the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 791). Your refusal to provide the information will not subject you to any adverse treatment if you decline to provide it, and the information will be used only once with the Rehabilitation Act.

- Veterans' Recruitment Appointment (VRA)
- 30% or More Disabled Veteran
- Persons with Disabilities (PWD)/Persons with Targeted Disabilities (PWTD)

Geographic Preferences

Are you willing to work at the following duty location:

- Alabama - Auburn

Applicant-Preferred Conditions of Employment and Federal Service

1. What is the lowest grade or payband that you wish to be considered for:

2a. Are you currently a permanent FAA employee?

2b. Are you currently a temporary FAA employee?

2c. Are you currently a temporary FAA employee serving under the Retired Military Air Traffic Controllers Program?

2d. Are you a DOT employee working in an agency other than the FAA and have completed a one year probationary period or trial period?

3. Are you a:

- Former permanent employee of the FAA who had successfully completed a one-year probationary period **OR**
- Current or former permanent civilian employee from other competitive or excepted service agencies who have completed a one-year probationary period or trial period in the competitive or excepted service.

4. Are you a preference eligible and/or veteran who was honorably discharged from the Armed Forces after completing at least three (3) years of continuous active service?

[Definitions of Preference Eligible and Active Service.](#)

5. Do any of your relatives work for the agency or government organization to which you are submitting this application? (Include: father, mother, husband, wife, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, and half sister.)

5a. If question #5 is yes, please provide the relative(s)' name, relationship, and department, agency, or branch of the Armed Forces for which your relative(s) works in the space below.

Characters remaining: 500

[Previous](#) [Next](#)



Step 6 of 6

Warning

Your application is **NOT** submitted yet!
You must click "Submit My Application to the FAA" to complete the application process.

Notice

By selecting the "Submit My Application to the FAA" button, you are indicating that you are finished reviewing and/or editing your application questionnaire at this time and are ready to submit it for consideration.

[Submit My Application to the FAA](#)

Announcement Info

Announcement number
ACE-AAA-17-OMB-07049

Job Title
Management and Program Analyst

Series
343

Grade(s)
FV-G


Closing Date
3/21/2023

Status
In Progress

Date Submitted

Timeout Warning

Important: Typing and/or scrolling does NOT constitute "activity". Please save often!
For security purposes, your session will end after an extended period of inactivity. A warning will be presented to you if your session will timeout soon.

 U.S. Department of Transportation
Federal Aviation Administration
800 Independence Avenue, SW
Washington, DC 20591
(866) TELL-FAA | (866) 835-5322

[Privacy Policy](#)
[Accessibility](#)
[Web Policies & Notices](#)
[Disclaimer](#)
[Privacy Act and Paperwork Reduction Act](#)

Step 6 of 6

Warning

Your application is **NOT** submitted yet!
You must click "Submit My Application to the FAA" to complete the application process.

Notice

By selecting the "Submit My Application to the FAA" button, you are indicating that you are finished reviewing and/or editing your application questionnaire at this time and are ready to submit it for consideration.

[Submit My Application to the FAA](#)

Announcement Info

Announcement number
ACE-AAA-17-OMB-07049

Job Title
Management and Program Analyst

Series
343

Grade(s)
FV-G


Closing Date
3/21/2023

Status
In Progress

Date Submitted

Timeout Warning

Important: Typing and/or scrolling does NOT constitute "activity". Please save often!
For security purposes, your session will end after an extended period of inactivity. A warning will be presented to you if your session will timeout soon.

 U.S. Department of Transportation
Federal Aviation Administration
800 Independence Avenue, SW
Washington, DC 20591
(866) TELL-FAA | (866) 835-5322

[Privacy Policy](#)
[Accessibility](#)
[Web Policies & Notices](#)
[Disclaimer](#)
[Privacy Act and Paperwork Reduction Act](#)

Application Status

Application Status for Donald D Duck on announcement ACE-AAA-17-OMB-07049

Thank you for applying. Your application has been received.

Application Status Page viewed on: Tuesday, January 17, 2023 11:04 AM Central Standard Time

[Restart your Application](#)

[Return to USAJOBS](#)

NOTE: You can retrieve, review, or change this application at any time until the announcement closes. If you elect to modify or update your application, you must re-submit it for the changes to be applied or else the last submitted version as of the closing date will be considered. If you elect to re-submit or update your application, you must re-submit all required documents. You may monitor the status of your application from the "Application Status" page on USAJOBS.

Your Application

Would you like to view your application?

[View Application](#)

Need To FAX Documents?

Generate a FAX coversheet to print and include with your faxed documents...

[Get Fax Coversheet](#)



U.S. Department of Transportation
Federal Aviation Administration
800 Independence Avenue, SW
Washington, DC 20591
(866) TELL-FAA | (866) 835-5322

[Privacy Policy](#)
[Accessibility](#)
[Web Policies & Notices](#)
[Disclaimer](#)
[Privacy Act and Paperwork Reduction Act](#)