



# ST Application Process and Evaluation Criteria

- The agency's ST recruitment and staffing process is outlined in NPR 3319.1 and aligned with 5 CFR § 319.402.
- Applicants interested in applying for ST opportunities, will submit their resume in USAJOBS and be redirected to a secondary website to submit responses to the agency's ST evaluation criteria (detailed below).
- Applicants will need to cite experience directly related to the specialized experience requirements (outlined on the vacancy announcement under the "Qualifications" section) when addressing the ST evaluation criteria #2 (Technical Excellence and Contributions) and ST evaluation criteria #5 (Corporate Cooperation and Technical Leadership Skills).

**1. Education and Training** In addition to degree information, please include your pattern of continuing development to maintain currency and level of skills.

**2. Technical Excellence and Contributions**

- a. Experience and Accomplishments** Please provide at least two examples of your significant research or advanced development experience that resulted in contributions to major advances to the state of the art or beyond, or innovative engineering or scientific contributions, inventions, new designs, techniques, processes, enabling technologies, and/or capabilities. Please include the impact on the relevant NASA/Agency and/or national programs.
- b. Technical and Strategic Problem Solving** Please provide at least two examples where you have formulated effective technical approaches to solve highly complex technical problems, personally and substantially contributing to the solution. Include interactions/collaborations with other Centers/installations, agencies, industries, and academia.
- c. Publications and Information Transfer** Please provide information regarding your personal stature that demonstrated that you are recognized as an authoritative source of information broadly across NASA or by other agencies or private sector organizations. Include your major journal publications, patents, technical reports, or other documentation that define the state of the art and/or are accepted as definitive in your field. Also include invited talks and conference presentations at major technical meetings or meetings of Agency senior management.

<p><b>3. Awards and Recognition</b> This criterion includes recognition of your accomplishments by peers in the broad scientific, engineering or professional community and customers. Please describe the major awards and recognition for which you are most proud, providing the context surrounding the recognition. Examples include major national and international awards and honors by the scientific/engineering community; fellowships in major technical societies (or equivalent); invited lecturer or presenter at national and international meetings; invitations to serve on important committees or in key assignments; high number of citations in scientific/engineering literature over an extended period of time; and Center and Agency honor awards and medals, or equivalent honors from academia or industry.</p>
<p><b>4. Outside Professional Activities</b> For this criterion, outside is defined as professional or technical activities outside of the agency/company. These activities may include, but are not limited to, offices held in professional organizations (AIAA, APS, etc.), technical committee membership, technical conference chair (session chair) for any national or local technical conference, and any activities of a technical nature or presentations promoting engineering/science at the national or local level relative to primary/secondary science or technology education.</p>
<p><b>5. Corporate Cooperation and Technical Leadership Skills</b> Please provide at least two examples that describe your technical leadership skills in directing or participating in technical team activities, as well as coordinating those activities within and outside your Center/installation/company. Also provide examples of coaching and mentoring less experienced employees or colleagues.</p>

- Applicants that meet minimum eligibility requirements outlined in the Qualifications and Education (if applicable) sections of the vacancy announcement will be referred to a panel of subject matter experts for further evaluation. The panel reviews the resumes and responses to the ST evaluation criteria as related to the specialized experience for this position.
- The panel evaluates the candidates' experience against each ST criterion. Candidates may receive an interview for further evaluation and/or be asked to provide a list of references.