



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

Strategic Human
Resources Policy
Division

March 29, 2007
DEO 2007-02

MEMORANDUM FOR HUMAN RESOURCES DIRECTORS

FROM: Nancy H. Kichak,
Associate Director,
Strategic Human Resources Policy

SUBJECT: Assessment Delivery System

The Office of Personnel Management (OPM) is committed to improving the quality and availability of applicant assessments and the means to deliver them. During this past year, our focus has been on streamlining the Administrative Careers With America (ACWA) assessments and providing a delivery system that reduces the administrative process.

In April 2006, OPM announced the availability of streamlined versions of 16 ACWA assessments, with plans to issue more in the near future. We are pleased to announce the availability of 47 additional streamlined ACWA assessments. Attached is a complete list of the streamlined ACWA assessments.

Effective April 1, 2007, we will release our Assessment Delivery System (ADS) containing the 63 streamlined versions of the ACWA assessments. The ADS allows individuals to complete the assessment and retain the score for future use; is capable of sending electronic notice of results to individuals; and is able to maintain a data base of the individuals' contact information and all the vacancy announcements submitted through the USA Staffing System.

The new streamlined ACWA assessments and delivery tool will significantly simplify the process of applying for many entry-level jobs and improve our ability to attract high quality applicants. If you have any questions regarding the ADS, please contact Daniel Fusco, Manager, Recruiting, Examining, and Assessment Group, by telephone at (202) 606-0830 or by email at danielfusco@opm.gov.

Attachment

ACWA STREAMLINED ASSESSMENTS

Series	Occupational Title
GS-0018	Safety and Occupational Health Management
GS-0020	Community Planning
GS-0023	Outdoor Recreation Planning
GS-0025	Park Ranger
GS-0028	Environmental Protection Specialist
GS-0080	Security Administration
GS-0101	Social Science
GS-0105	Social Insurance Administration
GS-0107	Health Insurance Administration
GS-0110	Economist Series
GS-0130	Foreign Affairs
GS-0132	Intelligence
GS-0150	Geography
GS-0193	Archeology
GS-0201	Human Resources Management
GS-0249	Wage and Hour Compliance
GS-0301	Miscellaneous Administration and Program
GS-0341	Administrative Officer
GS-0343	Management and Program Analysis
GS-0346	Logistics Management
GS-0391	Telecommunications
GS-0501	Financial Administration and Program
GS-0526	Tax Specialist
GS-0560	Budget Analysis
GS-0685	Public Health Program Specialist
GS-0901	General Legal and Kindred Administration
GS-0950	Paralegal Specialist
GS-0967	Passport and Visa Examining
GS-0991	Workers' Compensation Claims Examining
GS-0996	Veterans Claims Examining
GS-1001	General Arts and Information
GS-1035	Public Affairs
GS-1082	Writing and Editing
GS-1083	Technical Writing and Editing
GS-1102	Contracting
GS-1103	Industrial Property Management
GS-1104	Property Disposal
GS-1145	Agricultural Program Specialist
GS-1146	Agricultural Marketing
GS-1150	Industrial Specialist

Series	Occupational Title
GS-1160	Financial Analysis
GS-1165	Loan Specialist
GS-1170	Realty
GS-1176	Building Management
GS-1421	Archives Technician
GS-1654	Printing Management
GS-1701	General Education and Training
GS-1720	Education Program
GS-1801	General Inspection, Investigation, and Compliance
GS-1810	General Investigating
GS-1811	Criminal Investigating
GS-1812	Game Law Enforcement
GS-1831	Securities Compliance Examining
GS-1854	Alcohol, Tobacco, and Firearms Inspection
GS-1889	Import Specialist
GS-1910	Quality Assurance
GS-2001	General Supply
GS-2003	Supply Program Management
GS-2010	Inventory Management
GS-2032	Packaging
GS-2101	Transportation Specialist
GS-2130	Traffic Management
GS-2210	Information Technology Management

Note: For a complete list of ACWA covered positions, please refer to the Delegated Examining Operations Handbook, Appendix D.