

VETERANS EMPLOYMENT OPPORTUNITY ACT

Hiring for this position is governed by the Veterans Employment Opportunity Act of 1998 (“VEOA”), as made applicable by the Congressional Accountability Act of 1995 (“CAA”). Pursuant to the VEOA, qualified applicants with a service-connected disability or active duty service in the Armed Forces during certain specified time periods or in certain designated military campaigns (“Veterans”) may be eligible to receive a preference over non-veterans in hiring decisions. Family members of veterans may also be eligible to receive veterans’ preference if the veteran cannot claim his or her veterans’ preference. Both internal and external candidates are entitled to the preference if they are eligible; when a vacancy is closed to external candidates (i.e., a closed vacancy announcement), the preference does not apply between internal candidates.

To be eligible for veterans’ preference, applicants must meet all of the requirements set forth in the VEOA and applicable regulations. Those eligibility requirements are summarized in the Application for Veterans’ Preference, which is available at:

<https://www.senate.gov/employment/saa/about.htm>

If claiming veterans’ preference, an applicant must indicate that he/she is preference eligible on the application and must submit a completed copy of the Application for Veterans’ Preference along with the supporting documentation specified on that form. If the Office of the Senate Sergeant at Arms does not receive the Application for Veterans’ Preference and supporting documentation by the closing date, the applicant’s claim for veterans’ preference may be denied.

Individuals who are entitled to veterans’ preference are invited to self-identify voluntarily. This information is intended solely for use in connection with the obligations and efforts of the Office of the Senate Sergeant at Arms to provide veterans’ preference to preference-eligible applicants in accordance with the VEOA. An applicant’s status as a disabled veteran and any information regarding an applicant’s disability, including the applicant’s medical condition and history, will be kept confidential and will be collected, maintained, and used in accordance with the Americans with Disabilities Act of 1990, as made applicable by CAA, 2 U.S.C. §1302(a)(3). An applicant who declines to self-identify as a disabled veteran and/or to provide information and documentation regarding his/her disabled veteran’s status will not be subjected to an adverse employment action; however, the individual may be ruled ineligible for veterans’ preference.