



Special Hiring Authorities for Non-Competitive Appointments



Special hiring authorities FCA uses

- Special Appointing Authority for People with Disabilities (Schedule A)
- Veterans Recruitment Appointment (VRA) Authority
- 30% or More Disabled Veteran Authority
- Disabled Veterans Enrolled in a Department of Veterans Affairs Training Program
- Military Spouses



Special Appointing Authority for People with Disabilities (Schedule A)

General Information

Individuals with disabilities may apply for jobs filled either competitively or noncompetitively through the Schedule A excepted service appointing authority. Individuals must meet the qualification requirements for the job and be able to perform the essential duties of the position with or without reasonable accommodation. The Schedule A hiring authority can be used to appoint individuals with intellectual disabilities, severe physical disabilities, or psychiatric disabilities.

Eligibility Requirements

Individuals must provide proof of disability before being appointed. Proof may include records, statements, or other information issued by a licensed medical professional, a licensed vocational rehabilitation specialist, or any government agency that issues or provides disability benefits.

Appointment Options

- Agencies may use this authority at their discretion to fill positions on a temporary (less than one year), term (at least one year but not to exceed four years), or permanent appointment. Eligible applicants are not entitled to an appointment and do not have preferential consideration.
- Agency has discretionary authority to appoint at any band level and for any job. After 2 years of satisfactory service, the agency may convert the appointment without conversion into the competitive service.



Veterans Recruitment Appointment (VRA) Authority

General Information

This special hiring authority allows for the appointment of eligible veterans without competition to positions at any grade level through GS-11 or equivalent (reference 5 CFR Part 307).

Eligibility Requirements

To be eligible for a VRA appointment, veterans must have been separated under honorable conditions and be included in one of the following categories:

- Disabled veterans
- Veterans claiming eligibility on the basis of service in a campaign or expedition for which a medal was awarded must be in receipt of the campaign badge or medal
- Recently separated veterans, i.e., within three years of discharge or release from active duty

Appointment Options

- Agencies may use this authority to fill positions up to the VH-37 (GS-11 equivalent). Appointments may be permanent, temporary (not to exceed one year), or term (more than one year but not to exceed 4 years).
- Veterans employed on temporary or term appointment will not be converted to the competitive service after two years.



30% or More Disabled Veteran Authority

General Information

This special hiring authority provides for the noncompetitive appointment of veterans with compensable service-connected disabilities of 30% or more (reference 5 CFR 316.302(b)(4) and 316.402(b)(4)). There is no grade level limitation for this authority and the appointee must meet all qualification requirements of the position to which appointed.

Eligibility Requirements

The disability must be documented by a notice of:

- Retirement or discharge due to service-connected disability from active military service dated at any time; or
- Compensable disability rating from the Department of Veterans Affairs dated 1991 or later.

The agency may convert the employee noncompetitively, without a break in service, to a permanent career or career-conditional appointment at any time during the employee's temporary or term appointment.

Appointment Options

- Agencies may use this authority at their discretion to fill positions at any band level. Appointments may be made permanent, temporary (not to exceed one year), or term (more than one year but no more than four) in the competitive service.
- Initial appointments are time limited. Agency has discretion to noncompetitively convert the individuals to a permanent status at anytime during the time-limited appointment.



Disabled Veterans Enrolled in a Department of Veterans Affairs Training Program

General Information

This special hiring authority allows disabled veterans eligible for training under the Department of Veterans Affairs (VA) vocational rehabilitation program to enroll for training or work experience at an agency under the terms of an agreement between the agency and the VA (reference 5 CFR 315.604). Upon successful completion, the host agency and the VA issue a Certificate of Training showing the occupational series and grade level of the position for which the veteran is trained.

Appointment Options

Any agency may noncompetitively appoint a veteran with a Certificate of Training under a status quo appointment (i.e., a competitive service appointment without time limit) that may be converted to a permanent career or career-conditional appointment at any time.



Military Spouses

General Information

This special hiring authority allows agencies at their discretion to non-competitively hire the current spouse of an active-duty service member or widow of a service member killed while on active duty. The authority does not extend to remarried former spouses.

Eligibility Requirements

To be eligible, an individual must be a spouse of:

- An active-duty member of the armed forces
- A service member who is 100% disabled due to a service-connected injury at the time of separation from military service.
- A service member killed while on active duty.

Appointment Options

- Agencies may use this authority at their discretion to fill competitive service positions. Eligible applicants are not entitled to an appointment and do not have preferential consideration.



FCA has offices in five locations: McLean, VA (headquarters); Bloomington, MN; Dallas, TX; Denver, CO; and Sacramento, CA. The agency is an **equal opportunity employer** committed to creating and maintaining a highly-skilled, committed, diverse workforce.

- Visit us online at www.fca.gov.
- Email us at Employment_Opportunities@fca.gov.
- Apply for an FCA job through USAJOBS.gov, an official website of the U.S. federal government.
- Receive consideration for positions by joining our resume repository for the Selective Placement Program (SPP) by emailing your resume and Schedule A letter or DD-214 and VA letter to Employment_Opportunities@fca.gov.