

# Cross-Gov: Talent Pool Request Form

## HR Specialist (Employee/Labor Relations),

### GS-0201-07/09

Thank you for requesting this cross-government Talent Pool through USAJOBS Agency Talent Portal. Please email your completed form to [CrossGovHiring@opm.gov](mailto:CrossGovHiring@opm.gov). We will review and approve your access to the Talent Pool.

**Date:** \_\_\_\_\_

**Agency:** \_\_\_\_\_

**Shared Certificate Coordinator Name:** \_\_\_\_\_

**Shared Certificate Coordinator Email:** \_\_\_\_\_

**Please check each box below. All are required.**

1. My agency has a Rule of Many policy.
2. My agency cleared priority programs, such as Reemployment Priority List (RPL) and Career Transition Assistance Plan (CTAP).
3. The vacancy being filled matches the cross-gov job announcement ([www.usajobs.gov/job/865948100](http://www.usajobs.gov/job/865948100)), including:
  - a. Occupational series
  - b. Grade level (General Schedule (GS) grade or equivalent pay band or plan) (Any promotion potential is acceptable.)
  - c. Location
  - d. Appointment type and service (i.e., permanent, competitive)
  - e. Specialized experience
  - f. Competencies

**Full performance level (target grade) of vacancy being filled:** \_\_\_\_\_

**Notes (optional):**