

## Instructions for Portfolio Submission – Front End Web Developer

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The assessment process for the Front End Web Developer position at the CFPB requires you to submit a portfolio of code samples which include samples of your work that demonstrate your experience developing front end functionality for web applications. Please submit between **3 and 5** samples of your work that show your abilities in the assessment criteria listed below.

### *Assessment Criteria*

Your submitted portfolio will be evaluated by a panel of subject matter experts on the following factors.

**Technical Approach:** Ability to use a range of technology solutions to address practical issues in web development

**Technical Curiosity:** Ability and interest in learning and ability to apply new technologies to address web development projects; this includes investigating, using and applying recent developments in the applicable areas (e.g. responsive design, HTML5)

**Design Execution:** Ability to translate and implement a design into a fully functional user-facing interface with high visual fidelity to the intended design

### Submission Instructions

Submit your portfolio of work samples to [CFPB\\_Assessments@cfpb.gov](mailto:CFPB_Assessments@cfpb.gov) by **Wednesday, August 27<sup>th</sup> at 1:00 p.m. Eastern time**. Please organize your submission using the attached summary document and include the following:

#### 1. 3-5 links to work samples.

Work samples should demonstrate your front-end web development experience. Links to online code repositories (GitHub, BitBucket, etc.) are acceptable, as well as personal portfolios or prototyping websites (JSFiddle, CodePen). At CFPB, front-end developers spend most of their time with JavaScript, HTML and CSS but it is okay if your code samples include other languages.

The work samples you provide can include, but are not limited to, products that you have created professionally, for school, or as a volunteer. If your work samples include confidential information, please redact it appropriately per your agreement(s) with the involved party or parties.

#### 2. A description of the work sample(s)

Work samples should include documentation that explains the issue(s) addressed by your technical solution. This documentation can be in the form of code comments, READMEs or brief paragraphs you write specifically for this assessment. If the work is not entirely your own, or if you submit a link to a large codebase, please clearly explain your role on the project and which parts of the project you authored. If you submit a link to a product in production (for example, a website that you made) please either ensure its source code is not minified or provide a link to any relevant repositories. If your code samples include confidential information, please redact it appropriately per your agreement(s) with the involved party or parties.

### Notes

- All files (e.g., summary document, attachments) must be saved with your last name as the title of the document and then numbered to match the summary document.
- If providing URL(s) to your work samples, please be sure that they are in plain text format.
- If the URL(s) require login credentials, please provide that information.
- If the URL(s) provide access to more than 5 work samples and you do not explicitly identify which samples you would like us to consider, we will use only the first 5 samples that appear by default.

- The application process takes several weeks, so please be sure that your work samples remain accessible via your URL(s) throughout the application process. You should plan on maintaining accessibility to these documents until at least September 15, 2014.

#### **Guidelines for Submission**

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- Your portfolio will be evaluated by two subject matter experts.
- You have three business days to submit your portfolio. Late submissions will not be accepted. If technical difficulties prevent you from submitting your materials before time is up, please contact your assessment coordinator as soon as possible
- You may not consult outside resources (neither colleagues nor external content) to complete this submission nor discuss this process with anyone except your assessment coordinator.
- The materials related to this assessment must remain confidential to prevent providing an unfair advantage to any candidate for the position.
- If, after reviewing the requirements for portfolio submission, you do not wish to participate, please notify the assessment coordinator of your intent to withdraw your candidacy for the position.
- If you require reasonable accommodation to complete this assessment, please notify your assessment coordinator as soon as possible, prior to beginning the assessment.

Failure to abide by these guidelines could result in your removal from further consideration and/or other administrative action related to any future employment opportunities with the CFPB. Thank you for helping us to ensure a fair and consistent assessment process.

Should you have questions before, during or after the assessment, please contact your assessment coordinator at [CFPB\\_Assessments@cfpb.gov](mailto:CFPB_Assessments@cfpb.gov). Again, please do not discuss this assessment with anyone other than your assessment coordinator.