**Contracting Officer Hiring Action: Government-Wide**

The survey is intended to determine if we have enough common vacancies to move forward with a government-wide hiring action for contracting officers using SME-created qualification assessments. We are collecting information regarding your current or immediately upcoming vacancies you are planning to fill through a competitive hiring action in the next several months.

Please answer the following questionnaire to the best of your ability and send to [xxxx](mailto:PICstaff@gsa.gov) by March xx. 

Do you have vacancies that could be filled through this shared certificate? We are deciding on the grade levels we would post in this pilot as a competitive announcement on USA JOBS.

a. Agency:

b. Your contact information:

c. Number of contracting offer vacancies:

d. Grade levels of those vacancies:

e. Are you flexible on those grade levels:

f. What is the full performance potential of the vacancies:

Do you have strong contracting officer SMEs who could participate in this process between x and y dates? SMEs can be contractors, term appointments, civil servants, etc, but **cannot** be the selecting official for this certificate. We are looking for 8 SMEs total to help with resume review and interviews (45-50 hours over 2-3 months).

a. Number of SMEs would you think would want to participate from your office:

b. Names and emails of SMEs:

c. Grade level of those SMEs:

Do you have an existing PD for contracting officers? Are you happy with it?:

Please attach the PD to your email.

Have you or others you know tried to hire contracting officers through a competitive announcement, but had no qualified applicants on the certificate?

a. Yes/No:

b. If yes, please explain the reasons why you felt the hiring action was unsuccessful.

Are you open to recruiting talent from outside the federal government for these roles or do you want to limit the talent to internal federal employee applicants?

1. We want to consider the best talent from outside and inside government
2. We only want to consider internal federal talent.