

DSS Application Process

1

Submit your resume to: DSS.Careers@mail.mil. Resumes must be in **MS Word** format only (.doc or .docx). Any other format **will not** be accepted.

2

Enter the **name of the career fair** in the **subject line** of the email. You do not have to personally attend a career fair to submit your resume.

3

At the very top of your resume, indicate the **occupation(s)** in which you are interested and the **geographic location(s)** you prefer.

4

If you are applying as a candidate with a disability, you **must** submit supporting **medical documentation** with your resume. If you are applying as a Veteran with preference, you **must** submit supporting **Veteran documentation** with your resume.

Special consideration will not be given otherwise.

Please note that hiring managers **will not** have access to this documentation.

5

Submit your resume only during an **open acceptance period**, typically the **day of** and **day after** a recruitment event. See www.dss.mil for the current schedule.

6

Your resume **must** be received no later than **11:59 p.m., Eastern Time**, the last day of the acceptance period. **Please do not submit a resume more than once within a six month period.**



MAKE
NATIONAL
SECURITY
YOUR
CAREER

Core Occupations Include:

- Corporate Structures & Foreign Investments Analysts
- Counterintelligence Professionals
- Cyber Security Specialists
- Industrial Security Representatives
- Information System Security Professionals
- Information Technology Professionals
- Personnel Security Specialists
- Program Analysts
- Security Education & Training Instructors
- Visual Information Specialists

In addition to our core mission, we offer a variety of opportunities in our support functions to include: **Acquisitions, Equal Employment Opportunity, Finance, Human Capital, Inspector General, Legal, Logistics, Public Affairs, and Security.**

Please note: When you submit your resume to DSS.Careers@mail.mil, you are **not** applying to a specific job vacancy.

Therefore, you will **not** receive any notifications from us outside of the initial acknowledgement that your resume has been received. If you are selected for an interview, a hiring manager will contact you directly.



Questions? Contact us at: DSS.Careers@mail.mil



DSS is an Equal Employment Opportunity Employer

www.dss.mil/about_dss/employmentinfo.html

