



**Welcome to EURCivJobs, the United States Army Europe and Africa resume repository. This system is designed to provide hiring managers and human resource specialists visibility of talent already available in the commuting area of their installation. It is not designed to replace USAJobs.gov. This tool will provide expanded visibility of our Spouses, Family members and Veterans seeking employment opportunities, while expediting the hiring process and promoting morale within our communities.**

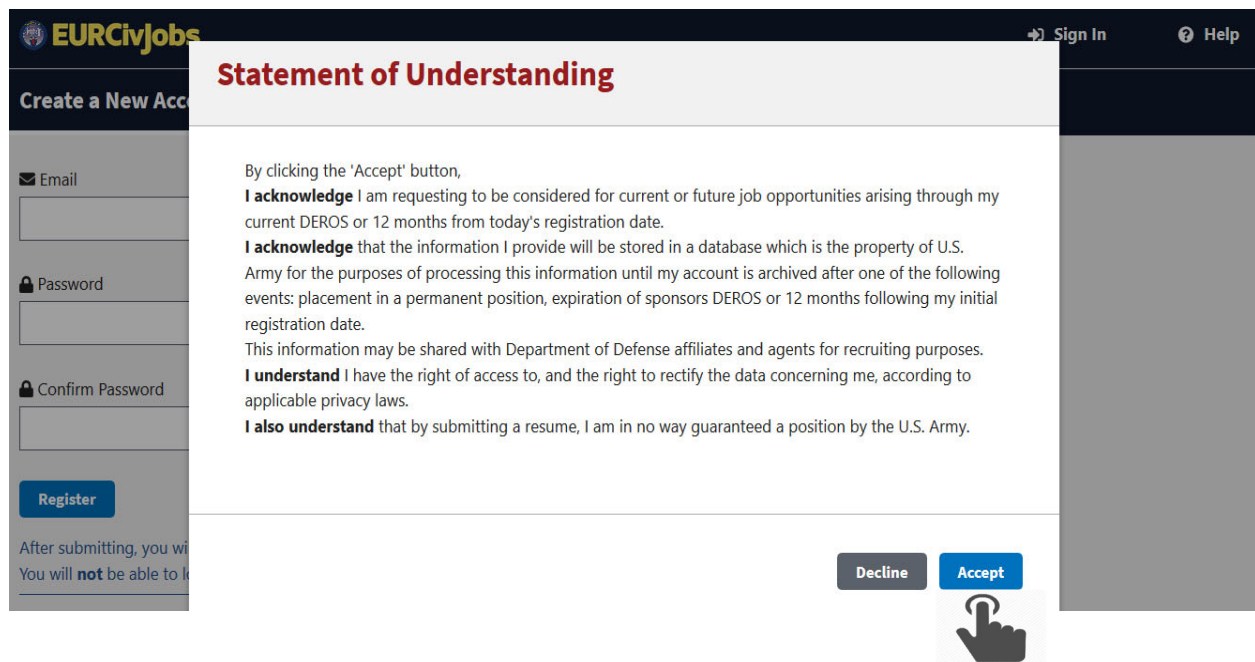
### **Table of Contents**

1. <a href="#">Create Profile</a>	2-7
2. <a href="#">Eligibilities</a>	8-10
3. <a href="#">Career Programs</a>	11
4. <a href="#">Work Experience</a>	12
5. <a href="#">References/ Submit Candidacy</a>	13

***If you require assistance or have questions with system navigation, please contact us at [usar-my.wiesbaden.usareur.mbx.usareur-jobs@mail.mil](mailto:usar-my.wiesbaden.usareur.mbx.usareur-jobs@mail.mil). For assistance with your narrative resume details, please contact your local Army Community Service, Employment Readiness office.***

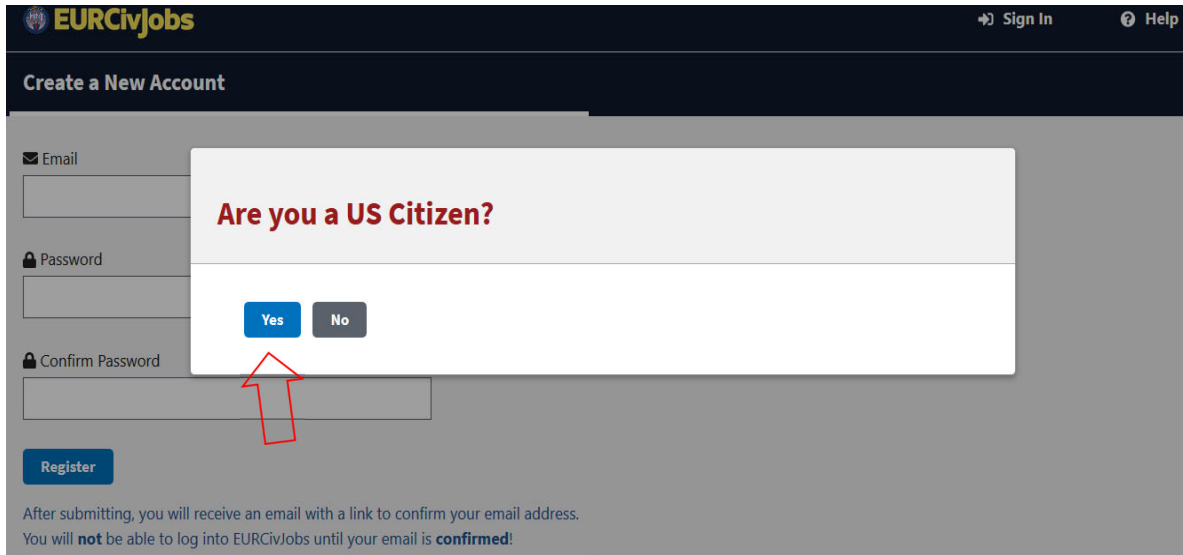


First time logging in? Select “create profile”. If you are returning, select “view profile” to access the login page.



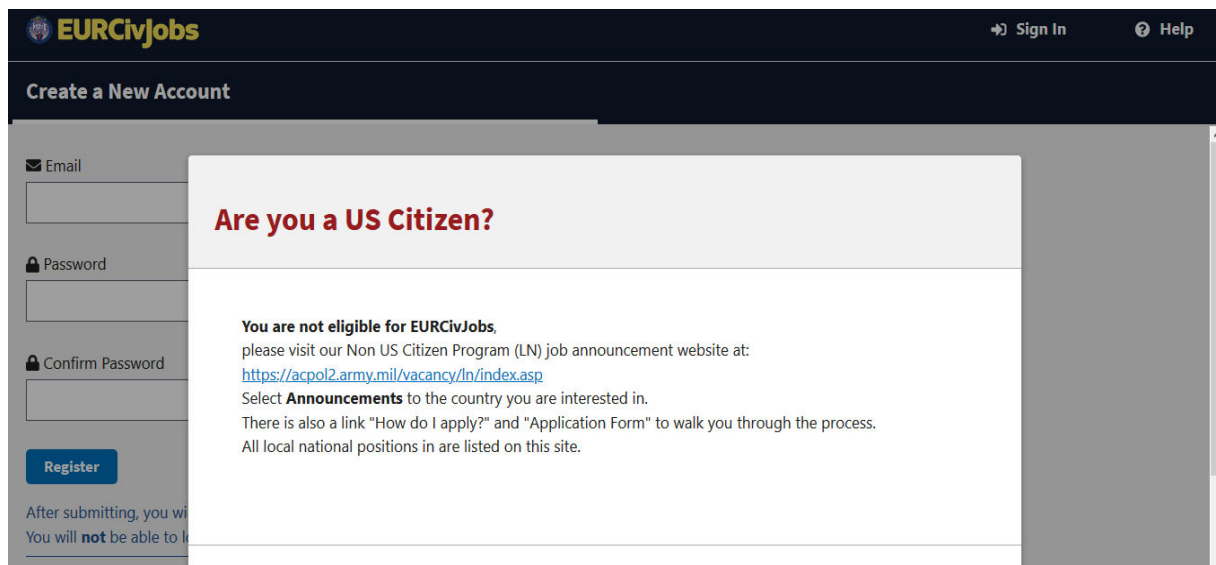
Prior to establishing a profile, you must accept or decline the Statement of Understanding. If you “accept”, you will navigate to the “create a new account” screen.

[Return to top page](#)



Are you are US Citizen? Select “yes” to establish a profile.

If you are not a US Citizen, select “no” and follow instructions below for opportunities aligned with host nation laws.



[Return to top page](#)

**EURCivJobs** → Sign In Help

### Create a New Account

✉ Email

🔒 Password

🔒 Confirm Password

**Register**

After submitting, you will receive an email with a link to confirm your email address. You will **not** be able to log into EURCivJobs until your email is **confirmed!**

Complete each field and select "register".

**EURCivJobs** → Sign In Help

**Sign in with Email / Password** **Sign in with your government employee ID**


✉ Email

🔒 Password

**Sign in**

[Forgot your password?](#) | [New User? Sign up here](#)

**Insert your PIV/CAC**



Enter email address and password OR Use your PIV/CAC to create your profile.

[Return to top page](#)

Sign in with Email / Password

Sign in with your government employee ID

Identification Summary

- Please check your email inbox for instructions on confirming your email address before attempting to sign in to your account.

Email

shyreese.moncivais@yahoo.com

Password

Sign in



Insert your PIV/CAC

2FA with an Authenticator App

2FA with your DoD CAC

- Download a two-factor authenticator app like Google Authenticator for [iOS](#) and [Android](#), or Microsoft Authenticator for [iOS](#), [Android](#) and [Windows Phone](#).
- Scan the QR Code into your two-factor authenticator app.



3) Once you have scanned the QR code above, your two-factor authentication app will provide you with a unique code. Enter the code in the verification box below.

Verification Code

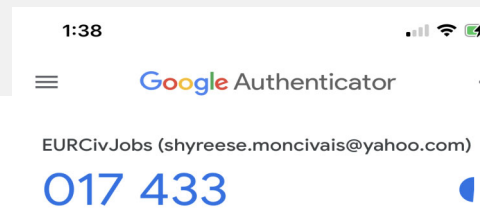
Verify Code and Log In

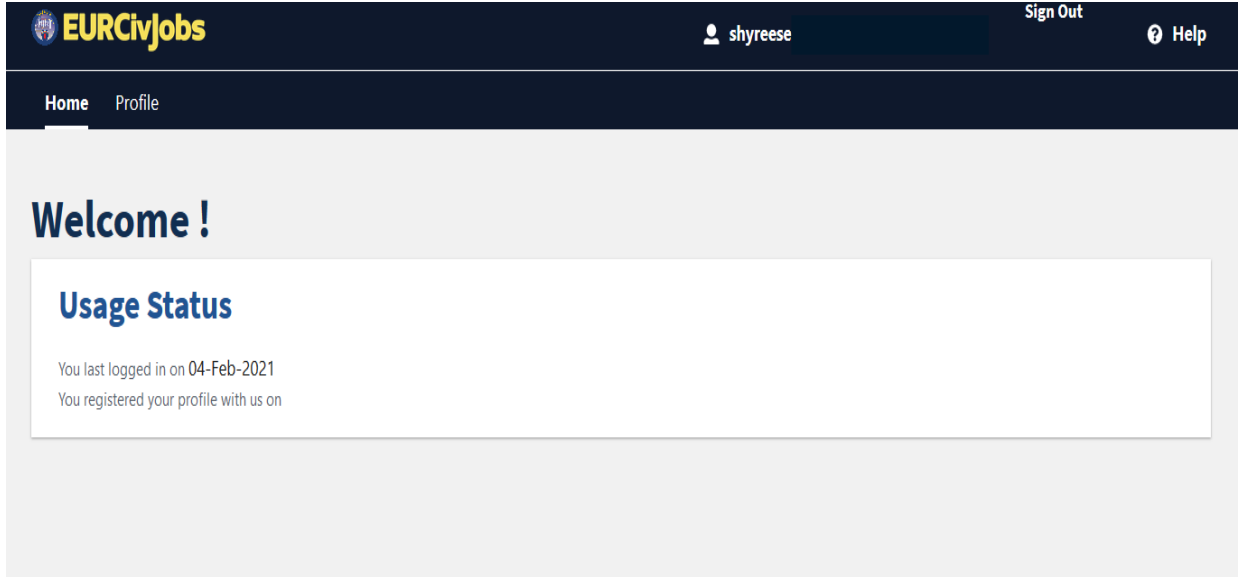
If your computer is configured for use with a DoD CAC, click the button below to associate your CAC with your account.

NOTE: Please be sure to select your PIV certificate, not your Email certificate!

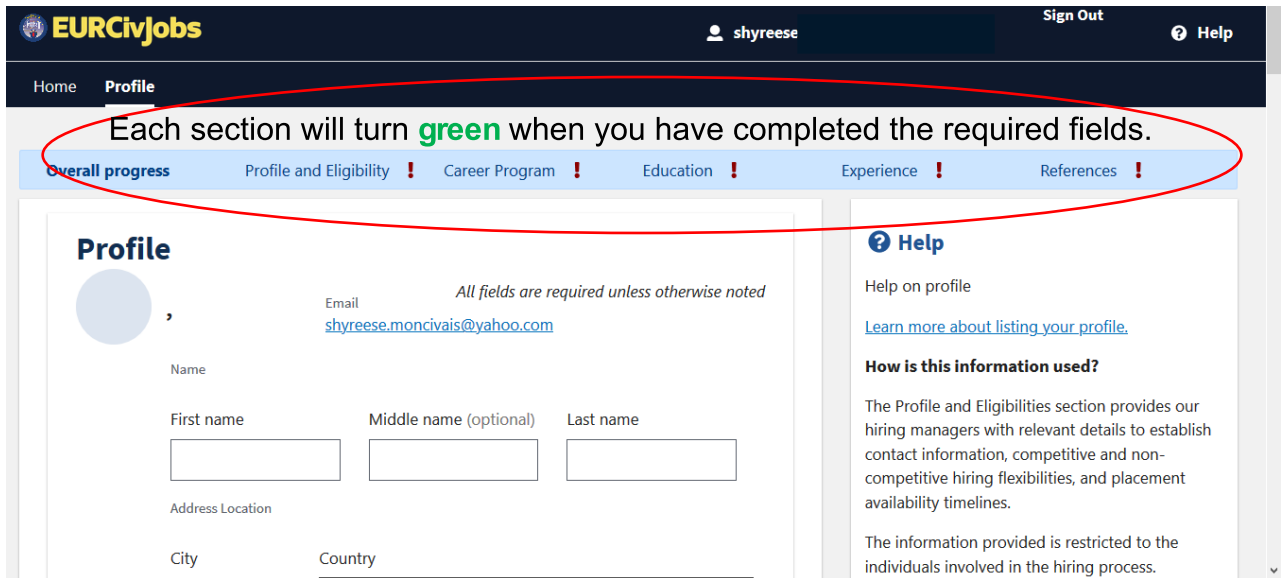


Associate CAC





The fields on the following screens will provide hiring managers and human resource professionals with your employment eligibility, skill level, qualifications and education to assist with determining which positions best fit for placement opportunity.



[Return to top page](#)

Under "city" and "country" enter the duty location you are assigned.

City

Country

Pick one



Phone

Alternate Phone (optional)

Save

## Citizenship

Are you a United States citizen? U.S. citizen? Check this box.

Are you a citizen of another country?

Pick one



Dual citizenship?

Save

Next to career programs

[Return to top page](#)

Select one or more of the following eligibility questions. If you are unable to select at least ONE, you are ineligible to participate in our resume repository.

## Eligibility

**1. Are you eligible for non-competitive appointment into the competitive service such as Reinstatement, 30% Disabled Veteran Appointment, Veterans Recruitment Appointment (VRA) Authority, Current DoD Employee on LWOP, Current Army Employee on LWOP, Non Appropriated Fund Interchange, Interagency Transfer?**

Are you eligible?

Did you retire from the U.S. military?

Date of availability



Date of retirement



Date of separation



This date is 180 days after the end of your terminal leave OR when you arrive in the overseas on sponsored PCS orders.

This date is your day in service following terminal leave.

This the effective date of separation from service.

**2. Are you a veteran who separated from active duty under honorable conditions and you:**

Retired from active military service with a service-connected disability rating of 30% or more  
OR

Have a rating by the Department of Veterans Affairs showing a compensable service-connected disability of 30% or more

**3. Current Department of Army Civilian Employees for OCONUS Positions**

Are you a current civilian employee with the Department of the Army?

[Read more ...](#)

Are you a current Army civilian employee?

Are you currently on LWOP?

[Return to top page](#)



**4. Current Permanent Department of Defense (DOD) Civilian Employee (non-Army)**

You are eligible for this hiring category and the hiring category of Current Permanent Federal Civilian if you work as a current, permanent competitive service civilian employee or if you are employed on a permanent Veteran's Recruitment Authority (VRA) appointment in any of the following Department of Defense (DoD) agencies:

[Read more ...](#)

Are you a current permanent Department of Defense (DOD) civilian employee (non-Army)?

Are you currently on LWOP?

If answered YES to questions 3 or 4, then provide the highest GS grade held


Pick one 

**5. Family Member Preference (FMP) for Overseas Employment**

Are you a spouse OR unmarried child (including stepchildren, adopted children, and foster children not more than 23 years of age) residing with a member (sponsor) of the US Armed Forces or a US citizen civilian employee (sponsor) that accompanied a civilian sponsor on a permanent change of station (PCS) move?

Are you eligible for Family Member Preference for Overseas Employment?

Current DERS

12-Mar-2 ... 


**6. Military Spouse Preference (MSP) for Overseas Employment**

Are you the spouse of a member of the Armed Forces who has been issued orders for a permanent change of station (PCS)?

[Read more ...](#)

Are you eligible for Military Spouse Preference for Overseas Employment?

Current DERS

12-Mar-2 ... 

**8. Non-Department of Defense (DoD) Transfer**

Are you currently employed as a permanent career or career-conditional DoD (Army, Navy, Marines, DLA, DFAS, or DoDEA) employee in the competitive services?

- Are you eligible to transfer from a federal agency other than the DoD?
- Are you currently on LWOP?

**9. Reinstatement**

Were you formerly employed as a federal civilian on a permanent competitive appointment but are not currently a permanent competitive federal employee?

- Are you eligible for Reinstatement?

Save


Next to career programs



Home Profile **Career Programs** Education Experience References

Overall progress Profile and Eligibility Career Program ! Education ! Experience ! References !

### Career Programs

Select all the career program that you believe apply to you. 

**You have selected the following programs**

Select all career programs that cover your experience and mastery level.


### Add

All fields are required unless otherwise noted

Career Program  
Pick one

Mastery Level  
Pick one

Save career program Next to education



[Return to top page](#)

Home Profile **Career Programs** Education Experience References

Overall progress Profile and Eligibility Career Program ! Education ! Experience ! References !

### Career Programs

Select all the career program that you believe apply to you.

**You have selected the following programs**

### Add

*All fields are required unless otherwise noted*

Career Program

HUMAN CAPITAL RESOURCE MANAGEMENT

Mastery Level

Master (10+ years)

[Save career program](#) [Next to education](#)

EURCivJobs Sign Out shyreese. Help


Home Profile Career Programs **Education** Experience References

Overall progress Profile and Eligibility Career Program ✓ Education ✓ Experience ! References !

### Education ✓ Complete

+ Bachelor's Degree  
Newman University

[Add education](#) [Next to experience](#)



We require narrative details in each employment description. These fields are limited to 3000 characters.

**EURCivJobs** shyreese Sign Out Help

Home Profile Career Programs Education **Experience** References

### Work experience

*All fields are required unless otherwise noted*

Employer name  
United States Army Europe-Africa

**Address**

Street address

**Help**  
Help on experience  
**How is this information used?**  
Your work experience is searchable and HR specialists can find you based on the experience you include in this section.  
We'll also use this information to generate a PDF resume document that you or our HR specialists can easily share this information electronically.  
If you have added or updated a work experience, you can always go to [Home](#) page to re-generate your PDF resume file.

**Position**

Formal job title  
Program Analyst

**Start date**  
Month Year  
7 2020

**End date**  
Month Year  
8 2020

Present?

**TIP:** Date must be filled in manually using TWO digits for month and FOUR digits for year. EX: 08 2020

**EURCivJobs** shyreese Help

Home Profile Career Programs Education Experience **References**

### Reference

*All fields are required unless otherwise noted*

Name  
**The Name field is required.**

Phone (optional)

Email  
**The Email field is required.**

**Reference type**  
 Professional

**Help**  
Add and save each reference. You need to repeat this for each reference you want to add.  
If you list your references here, we will pull this information into your generated PDF resume document.

[Return to top page](#)

Overall progress Profile and Eligibility Career Program ✓ Education ✓ Experience ✓ References ✓

### References

✓ Complete

+ Sponge Bob

Add a reference

Next to submit



## welcome shyreese:

### Usage Status

You last logged in on 10-Feb-2021  
You registered your profile with us on 05-Feb-2021

### Candidate Status

Candidacy status - Active

Candidacy submitted on **Review and submit**

Candidate eligibility - Eligible

Profile was last updated on 09-Feb-2021 ✓ Complete - [Edit](#)

Career Programs was last updated on 05-Feb-2021 ✓ Complete - [Edit](#)

Resume Education was last updated on 10-Feb-2021 ✓ Complete - [Edit](#)

Resume Experience was last updated on 05-Feb-2021 ✓ Complete - [Edit](#)

Resume Reference was last updated on 05-Feb-2021 ✓ Complete - [Edit](#)

Generate Resume Document

Update profile



Click on "generate resume document" for a copy to use for future federal opportunities on USA-Jobs.gov.

[Return to top page](#)