

Non-Substantive Changes to USAJOBS Profile

The account holder Profile in USAJOBS captures the essential information Federal agencies require to evaluate applicants for Federal jobs. USAJOBS intends on making minor changes to the Profile for a summer 2016 release. The USAJOBS Program Office believes these changes to be non-substantive as they do not alter the intent of a question or request new information from the USAJOBS account holders. The changes included in this submission focus on implementing plain language, moving fields to new tabs and adding web form design best practices. The USAJOBS team believes the outlined changes will greatly improve the Profile user experience by eliminating ambiguity, streamlining the web form and reducing the completion time.

The impetus for these changes was the decision by USAJOBS to adopt the U.S. Design Standards drafted by the U.S. Digital Service team out of the White House. The Design Standards were drafted to help you create better experiences for the American public. While incorporating the standards, the USAJOBS team reexamined the Profile structure and language which led to the changes outlined in this submission. All of the changes outlined in the submission are focused on improved understanding and improving the American public's experience with USAJOBS. A more robust PRA submission will be submitted for the USAJOBS Profile and Resume Builder tool in September 2016 in preparation for its approval expiration in March 2017.