

## You're invited to join the Workforce Recruitment Program (WRP)

The Workforce Recruitment Program is where hiring managers can search for and hire college students and recent graduates with disabilities for internships and permanent jobs. Complete all the applications fields to join the WRP.

### 1 of 6 Update and select your resume

You must submit a resume that includes your work, internship and volunteer experience. You can select one below or upload a new one. Be sure to select a current resume that reflects your most recent experiences.

 Upload a resume

 Build a resume

Resume title goes here

 Delete  More

Built on 01/01/25

 Select

Resume title goes here

 Delete  More

Built on 01/01/25

 Select

Resume title goes here

 Delete  Download

Uploaded on 01/01/25

 Select

Resume title goes here

 Delete  More

Built on 01/01/25

 Select

Save and continue

### ? Help

#### Do not include the following in resumes and documents

- Classified or government sensitive information
- Social Security Number (SSN)
- Photos of yourself
- Personal information, such as age, sex, religious affiliation, etc.

#### File types

Only upload Word documents, text-based pdfs, text files and resumes created using our Resume Builder tool are searchable. PDF portfolio files may not be viewable. Convert them to standard PDFs before uploading.

#### Additional help

- [What should I include in my resume?](#)
- [How to make your resume and profile searchable.](#)
- [Where can I find forms that may be necessary when applying?](#)
- [What types of documents might I need to provide?](#)

#### Do you want to complete this form at a later time?

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## You're invited to join the Workforce Recruitment Program (WRP)

### 2 of 6 Most recent academic information

Add your most recent academic information. You can add a new entry or select one that is saved in your profile.

- ☒ Enter a new education entry.
- ☐ Use an education entry from your USAJOBS profile.

☐ Master's degree, UC Irvine, May 2020

☐ Bachelor's degree, Union College, June 2015

Required fields have a red asterisk (\*).

School that I attend \*

My school is not listed

School name \*

Unique school name

Country \*

United States

School city \*

Seattle

School state \*

Washington

School zip code \*

98195

Major \*

If major is not in the list, select other.

Other

Describe your major. \*

### ? Help

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[Return to profile dashboard](#)

### Your responses

#### 1. Update and select your resume



School state \*

Washington

School zip code \*

98195

Major \*

If major is not in the list, select other.

Other

Describe your major. \*

Unique major name

Minor/second major (optional)

If minor/second major is not in the list, select other.

Other

Describe your minor. \*

Unique minor name

Degree \*

Master's degree

Grade point average (GPA) \*

3.9

Expected or actual graduation date \*

If you don't know the exact date, use the first day of the month closest to your anticipated graduation date or date degree is conferred.

Month

May

Year

2025

Technical skills \*

List any computer, technology, language proficiency or N/A, if you have none.

Microsoft office, computer programming, proficiency in Spanish, etc.

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## You're invited to join the Workforce Recruitment Program (WRP)

### 3 of 6 Work history

Required fields have a red asterisk (\*).

How much full-time work or volunteer experience do you have? Full-time work is defined as 40 hours per week.

To count part-time experiences, calculate months or years based on a 40-hour work schedule. For example, if you worked 20 hours per week for one year, that counts as six months of experience. If you volunteered 10 hours per week for one year, that counts as three months of experience.

0-5 months ▾

Do you have a current or did you previously have a federal government security clearance? \*

- ☒ Yes  
☐ No

What is the level of your security clearance? \*

- ☐ Confidential  
☐ Secret  
☐ Top secret  
☒ Other

Describe the type of clearance. \*

Lorem ipsum

Do you currently or have you previously worked for the federal government? \*

- ☒ Yes  
☐ No

Please list the federal agency or agencies that you worked for \*

Name of an agency

Have you previously been hired through WRP? \*

- ☒ Yes  
☐ No

### ? Help

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[Return to profile dashboard](#)

### Your responses

1. Update and select your resume +
2. Most recent academic information +

hour work schedule. For example, if you worked 20 hours per week for one year, that counts as six months of experience. If you volunteered 10 hours per week for one year, that counts as three months of experience.

0-5 months

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- ☐ Confidential  
☐ Secret  
☐ Top secret  
☒ Other

Describe the type of clearance. \*

Lorem ipsum

Do you currently or have you previously worked for the federal government? \*

- ☒ Yes  
☐ No

Please list the federal agency or agencies that you worked for \*

Name of an agency

Have you previously been hired through WRP? \*

- ☒ Yes  
☐ No

Share details about your WRP job or internship on the next page, if you haven't before. We will return you to your application after you save. \*

- ☒ Enter employer details on the next page.  
☐ I have already provided hiring details to WRP.

Back

Save and continue

resume

## 2. Most recent academic information

[Return to top](#)





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## WRP hiring information

 We will send you back to your application after you save your job or internship information. 

Required fields have a red asterisk (\*).

Employer name \*

Street address \*

Street address 2 (optional)

Country \*

Postal code \*

City or town \*

State, territory or province \*

Job title \*

Start month \*

You can add estimated dates.

Start year \*

You can add estimated dates.

End month (optional)

You can add estimated dates.

End year (optional)

You can add estimated dates.

Salary (optional)

Currency (optional)

Salary rate (optional)

Average hours per week \*

Supervisor name \*

Supervisor email \*

Supervisor phone (optional)

Is this a federal civilian position? (optional)

Federal civilian employees are paid by a federal agency. Active duty military members or private contractors working are not civilian positions.

☐ Yes

☐ No

Series (optional)

Pay scale (optional)

Grade (optional)

On-site or remote position? (optional)

☐ On-site work only

☐ Hybrid work/telework eligible

☐ Remote work

☐ Unknown status

Appointment type \*

☐ Permanent

☐ Temporary

☐ Term

☐ Detail

☐ Seasonal

☐ Summer

☐ Recent graduates

☐ Multiple

☐ Internships

☐ Intermittent

☐ Telework

## Is this a federal civilian position? (optional)

Federal civilian employees are paid by a federal agency. Active duty military members or private contractors working are not civilian positions.

☒ Yes☐ No

Series (optional)

0899 Engineering And Architecture Student Trainee

Pay scale (optional)

GS - General Schedule

Grade (optional)

3

On-site or remote position? (optional)

☒ On-site work only☐ Hybrid work/telework eligible☐ Remote work☐ Unknown status

Appointment type \*

☐ Permanent☐ Temporary☒ Term☐ Detail☐ Seasonal☐ Summer☐ Recent graduates☐ Multiple☐ Internships☐ Intermittent☐ Telework[Back](#)[Submit and return to application](#)[Return to top](#)

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## You're invited to join the Workforce Recruitment Program (WRP)

### 4 of 6 Job preferences

Required fields have a red asterisk (\*).

#### Employment type \*

Select all the types of employment you are open to.

- ☐ Spring internship
- ☐ Summer internship
- ☒ Fall internship
- ☒ Long-term or permanent employment

What date are you available to begin an internship or job? (optional)

Month	Day	Year
August	20	2025

#### Job preference 1 \*

Please indicate your first preference for types of employment. This should be based on your academic background and career interests. To learn more information about these categories, [see the job preferences description list](#).

Social Science and Social Service

#### Job preference 2 \*

Please indicate your second preference for types of employment. This should be based on your academic background and career interests. To learn more information about these categories, [see the job preferences description list](#).

Policy

#### Career interests \*

Describe your career interests and what types of jobs or internship opportunities you are interested in. Go to the sidebar for examples.

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Aenean commodo ligula eget dolor. Aenean massa. Cum sociis natoque penatibus et magnis dis parturient montes, nascetur ridiculus mus. Donec quam felis, ultricies nec, pellentesque eu, pretium quis, sem. Nulla consequat massa quis enim. Donec pede justo, fringilla

### ? Help

#### Explore careers in the federal government

Find your perfect job with the [Career Explorer](#).

#### Review some career interests examples

Students and recent graduates will be asked to complete a career interests text field of no more than 100 words as part of the WRP application. Below are career interest statement examples. The goal of this field is to inform potential employers about current and future job interests and goals in 100 words or less.

##### Example 1 (Undergraduate)

As a college freshman pursuing an accounting degree, I am eager to explore how my skills match with opportunities in the federal service through a summer internship. I hope to contribute to the financial success of an agency and gain experience in bookkeeping, financial reporting, auditing or budget creation.

##### Example 2 (Recent Graduate)

I have a degree in civil engineering and am interested in working in engineering design, construction management, transportation, urban planning, or public policy. In school, I liked classes where I worked with a project team to design sustainable solutions to complex problems using math, research, and community input. I enjoy visiting project sites and watching my proposals and solutions being turned into real-world results. I take pride in seeing people and communities use the

Career interests \*

Describe your career interests and what types of jobs or internship opportunities you are interested in. Go to the sidebar for examples.

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Aenean commodo ligula eget dolor. Aenean massa. Cum sociis natoque penatibus et magnis dis parturient montes, nascetur ridiculus mus. Donec quam felis, ultricies nec, pellentesque eu, pretium quis, sem. Nulla consequat massa quis enim. Donec pede justo, fringilla vel, aliquet nec, vulputate eget, arcu. In enim justo, rhoncus ut, imperdiet a, venenatis vitae, justo. Nullam dictum felis eu pede mollis pretium. Integer tincidunt. Cras dapibus. Vivamus elementum semper nisi. Aenean vulputate eleifend tellus. Aenean leo ligula, porttitor eu, consequat vitae, eleifend ac, enim. Aliquam lorem

600 characters allowed

Back Save and continue

worked with a project team to design sustainable solutions to complex problems using math, research, and community input. I enjoy visiting project sites and watching my proposals and solutions being turned into real-world results. I take pride in seeing people and communities use the parks, buildings, and tunnels I helped to create.

Example 3 (Master's Degree) —

Looking for professional exposure with an MBA in Operations. I have proficiency in supply chain management and logistics management. In addition, I have strong communication, customer service, and presentation skills that would be an asset to a position in a federal agency. Ideally, I would like a position in supply chain management, but I am open to using skills acquired through my MBA in a human resources or equal employment opportunity role.

Do you want to complete this form at a later time?

[Return to profile dashboard](#)

Your responses

- 1. Update and select your resume +
- 2. Most recent academic information +
- 3. Work history +

## You're invited to join the Workforce Recruitment Program (WRP)

### 5 of 6 Location preferences

Required fields have a red asterisk (\*).

List all states or territories where you can move to and are interested in internships and job opportunities. While most WRP federal opportunities are paid, you must find your own housing.

Be realistic about where you are willing to live, but thorough in your selections. For example, if you select Washington, D.C., you may want to include Virginia and Maryland, which are in commuting distance. If you are open to working overseas as a civilian, choose one or more of the Armed Forces overseas locations or bases.

Location preference \*

-Select- ▾ Add

Selected locations

California ✕

Oregon ✕

Washington ✕

Location preference description (optional)

Tell us more details, like an area of the state where you are interested in working.

Are you interested in and willing to work abroad in other countries? \*

☒ Yes

☐ No

Select the work sites you are interested in. \*

If you select remote work only, you may hear from fewer employers.

☐ On-site (working at an office/work site)

☒ Hybrid (some days teleworking and some days at the office/work site)

☐ Remote

Back

Save and continue

### ? Help

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[Return to profile dashboard](#)

### Your responses

1. Update and select your resume +
2. Most recent academic information +
3. Work history +
4. Job preferences +

## You're invited to join the Workforce Recruitment Program (WRP)

### 6 of 6 Submit your application

Once you submit your application, it will appear in the WRP Talent Program and WRP employers can search and view your application for one year beginning in December [WRP Year-1]. You are responsible for updating your application information, particularly your contact information and resume throughout the year.

Your application, except for the Disability and Demographics information, is visible to WRP employers who view your profile or documents.

If you would like to withdraw your application for any reason, email [wrp@dol.gov](mailto:wrp@dol.gov).

After you submit your application, you will receive an email confirmation. If you do not, please email [wrp@dol.gov](mailto:wrp@dol.gov).

[Back](#)

[Submit application](#)

### ? Help

Do you want to complete this form at a later time?

[Return to profile dashboard](#)

### Your responses

1. Update and select your resume +
2. Most recent academic information +
3. Work history +
4. Job preferences +
5. Location preferences +

[Return to top](#)