



**DEPARTMENT OF THE ARMY  
SOUTH PACIFIC DIVISION, CORPS OF ENGINEERS**

333 Market Street, Room 923  
San Francisco, California 94105-2195

REPLY TO  
ATTENTION OF:

CESPD-DE (690-300)

**06 MAY 2002**

MEMORANDUM FOR Commander, Albuquerque District  
Commander, Los Angeles District  
Commander, Sacramento District  
Commander, San Francisco District  
HQ, SPD SES Level Directors

SUBJECT: Recruitment & Selection Policy for GS-13 and Above Positions

1. References:

- a. Memorandum, CESPD-DE, 10 Jul 00, SAB (superceded).
- b. ER 690-1-1203, 1 Aug 01, subject: Corporate Recruitment & Selection.

2. In keeping with the spirit of these policies, assignments to GS-13 level positions and above will normally be filled on a competitive basis. This applies to positions filled on either a permanent or temporary basis by reassignment, detail, or change to lower grade. As an exception to this policy, District Commanders, the SPD Deputy Commander, or HQ, SPD SES level Directors may approve the filling of a position on a non-competitive basis for 120 calendar days. Additional 120 day non-competitive assignments (one 120 day period per individual) may be made for critical, hard-to-fill positions, until the position can be filled on a permanent basis.

3. Resumix will be used, where appropriate, along with other means, where necessary, to fill GS-13 and above level positions on a competitive basis. Employees wishing to be considered for competitive promotional or developmental opportunities should submit their resumes to the WCPOC through Resumix procedures.

4. POCs are SPD HR's servicing team chiefs.

A handwritten signature in black ink, appearing to read "Robert L. Davis", with a long horizontal flourish extending to the right.

ROBERT L. DAVIS  
Brigadier General, U.S. Army  
Commanding