UNITED STATES ARMY

DACM

DIRECTOR, ACQUISITION CAREER MANAGEMENT OFFICE

2015 Chief Developmental Tester Key Leadership Position (KLP)
Joint Qualification Board Call for Applicants

Joint KLP Qualification Board Announcement Open
17 August – 16 October 2015

The Joint Qualification Board for Test and Evaluation (T&E) KLP
will convene **8 December 2015**

The U.S. Army Acquisition Support Center (USAASC) Army DACM Office, in partnership with the Office of the Army Test & Evaluation Executive Office, announces this opportunity for interested Army personnel to apply to the 2015 Army Chief Developmental Tester KLP Joint Qualification Board. This opportunity will provide applicants with a joint level review of credentials in compliance with the requirements of the Chief Developmental Tester KLP. If considered "KLP qualified" by this joint qualification board, selectees achieve an elite status along with opportunities for potential selection to high visibility Major Defense Acquisition Programs (MDAP) and/or Major Automated Information System (MAIS) acquisition programs in the future. Personnel determined to be qualified by this joint board retain a pre-qualified KLP status for as long as they remain current in the T&E acquisition career field. Permanent Department of the Army Civilian GS14/15 (or broadband equivalent) or higher who are Army Acquisition Corps (AAC) Members, and have achieved Level III T&E Defense Acquisition Workforce Improvement Act (DAWIA) certification, are eligible to apply. Non-acquisition Army personnel who meet the requirements and want to apply will need to send an email request to usarmy.belvoir.usaasc.mbx.usaasc-klp-ch-dter-jt-q-board@mail.mil to provide access to Army Acquisition Professional Development System (AAPDS).

The Chief Developmental Tester KLP Joint Qualification Board will be conducted according to the guidance provided in the Under Secretary of Defense (USD), Acquisition, Technology and Logistics (AT&L) memorandum, Subject: *Key Leadership Positions and Qualification Criteria* 8 November 2013 located at the following link: http://asc.army.mil/web/wp-content/uploads/2014/08/usdatl-klp-qual-criteria-policy.pdf.

Subsequent Assistant Secretary of the Army (Acquisition, Logistics and Technology) (ASA ALT) memorandum, Subject: *Army Key Leadership Positions (KLPs) and Qualification Criteria Policy* 21 March 2014, echoes this guidance. Submitted Army applications will be validated against T&E KLP requirements and submitted to the USD (AT&L) office responsible for conducting this joint board.

PLEASE NOTE THE FOLLOWING:

- Applicants must submit their application on-line using AAPDS within the Career Acquisition Management Portal (CAMP)/ Career Acquisition Personnel and Position Management Information System (CAPPMIS) at website: https://rda.altess.army.mil/camp/. See 'How to Apply' instructions, below.

- Applicant, Supervisor, and SES/FO/GO signatures are required.

- The application must be submitted within AAPDS by the closing date of **16 October 2015.** Incomplete applications will be ineligible for consideration and will not be submitted to the USD AT&L Joint Qualification Board scheduled to be held 8 December 2015.

- Applicants must ensure the education, training, and experience descriptions and dates match those in their Acquisition Career Record Brief (ACRB). Please review all documents before submitting your application in AAPDS.

1. Eligibility Criteria

Applicant must meet **ALL** of the following requirements:

- Be a permanent Army Civilian GS-14/15 (or broadband equivalent) or higher with **Level III certification in the T&E acquisition career field**. Certification status must be reflected in Section X of the ACRB;

- Be an **AAC member** at the time of application. In Section III of your ACRB, AAC membership must be documented. Applicants, who do not currently possess AAC membership and wish to participate in this opportunity, must become members of the AAC prior to the time of application submission; not later than 16 October 2015. AAC applications must be submitted electronically through the Army Acquisition Corps Management System (AAC MS) on the CAMP website located at the following link: https://rda.altess.army.mil/camp/;

- Have 8 years in an AT&L Acquisition T&E Coded position or possess equivalent demonstrated proficiency;

- Have 2 years T&E acquisition experience post Level III Certification;

- Demonstrated superior knowledge in T&E Competencies and in the full Acquisition life cycle supporting T&E as listed in *"Specific Functional Requirements for Chief Developmental Tester Key Leadership Positions"* and *"Instructions for Completing a T&E Key Leadership Position Joint Qualification Board Application Document"*.

2. How to Apply

- The application is a fill-able PDF that will require an electronic upload into the AAPDS online system.

- To access AAPDS, first login at the CAMP using the following link: https://rda.altess.army.mil/camp/, and then click on CAPPMIS.

- Once in CAPPMIS, select the "AAPDS" tab, and then select the "Apply" link.

- Find the event titled, "**2015 Army Chief Developmental Tester Key Leadership Position (KLP) Joint Qualification Board Call for Candidates Announcement**", and under the Status column, click "Apply".

- Enter the information requested, then click on the URL listed in AAPDS, download and fill out the attached application form; a fill-able PDF. Please note that all applicable boxes must be checked or filled in, except where noted on the application.

- **Application Details.**

  - **Applicant Certification:** Applicant will sign/date application certifying he/she has accurately represented his/her experience and knowledge for consideration in the KLP qualification pool. Once this is complete, the applicant must electronically forward the application (fill-able PDF document) to his/her supervisor for approval and electronic signature.

  - **Supervisor Concurrence:** Supervisor will electronically sign/date application providing concurrence that his employee has represented their technical competence regarding the experience and knowledge stated in the application. Supervisor will also list the number of years and months they have supervised the applicant. After the supervisor electronically signs the fill-able PDF application document, he/she should then forward the application to the SES/GO in his/her chain of command for the final signature required in this process (see below).

  - **Senior Executive Service/Flag Officer/General Officer Endorsement:** SES/FO/GO will electronically sign/date application endorsing that the candidate

possesses the leadership qualities and experience necessary for consideration to be qualified as a Chief Developmental Tester for MDAP and MAIS programs.

- **Electronic Application Signature Alternative:** If the Supervisor or SES/GO does not have the ability to electronically sign the application document, the document can be printed, signed, and then the applicant can create a pdf with the signatures. A pdf must be submitted in AAPDS, but the signatures can be hand-written if that is preferable.

- **Acquisition Career Record Brief (ACRB):** The ACRB will automatically uploaded into AAPDS to provide accurate representation of acquisition workforce details. Because of this, the applicant is reminded to update and validate their ACRB. If assistance is required in non-editable areas of the ACRB, contact an Acquisition Career Manager (ACM) at Commercial (575) 678-2247 or DSN 258-2247 or at the following link:

  https://rda.altess.army.mil/camp/index.cfm?fuseaction=support.helpRequest

- **Upload the Application Document:** Once the fill-able pdf application document is complete, upload the document and hit the “submit” button to submit application in AAPDS.

3. Notification to Applicant Following the Joint Board

- Applicants will be notified directly by the USD AT&L Human Capital Initiatives (HCI) Office regarding board determination within 30 days following the Joint Qualification Board date.