



Federal Aviation  
Administration



## Employing People with Disabilities

# ATTEND OUR CAREER FAIR

**The Federal Aviation Administration (FAA) offers career opportunities, competitive salaries, great benefits and a chance to make a difference!**

**When:** Tuesday, August 30, 2016  
9:00 a.m. to 1:00 p.m. CDT

**Where:** Oklahoma Department of Rehabilitation Services, Career Planning Center located @ 5813 S. Robinson, Oklahoma City, OK

**What:** This is career fair that is designed to provide opportunities for people with disabilities to apply for FAA jobs/career opportunities located at the FAA's Mike Monroney Aeronautical Center in Oklahoma City, OK. We encourage the use of *Resume Builder* on the USA JOBS webpage, <http://www.usajobs.gov/>, to create your resume. Please include college transcripts, SF50 (for former federal employees) and/or DD-214 (member 4 or equivalent) *if applicable*. Attendees are encouraged to bring 6-8 copies of their resume to the event to share with hiring managers and FAA staff. To apply under this hiring authority, applicants are required to submit their application and documentation that proves they have an intellectual, severe physical or psychiatric disability. This is often referred to as "Proof of Disability Documentation." "Proof of disability documentation may be obtained from: a licensed physician; a licensed medical professional; a licensed vocational rehabilitation professional (i.e., state or private); or any federal, state, District of Columbia, or US territory agency that issues or provides disability benefits.

**Proof of disability documentation:** May be a letter or other documentation (e.g., records, statements, or other appropriate information). Must be on official stationery/letterhead with an official signature. Clearly states that the "*individual is eligible for appointment under the PWD/PWTD OTS hiring authority*" or "*individual is eligible for a Schedule A appointment authority as outlined in 5 CFR § 213.3102(u)*." Must indicate that the individual is indeed a "*person with an intellectual disability, severe physical disability, or psychiatric disability*." The letter does **not** need to detail the specific disability, medical history, or need for accommodation.

Questions? Please contact Wanda Witten at (405) 954-3060

Interpreters will be available on-site