



Central Referral to Resumix



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Civilian Personnel Operations Center
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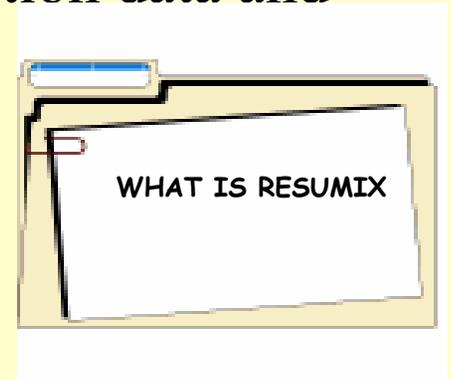
OBJECTIVES

- What is Resumix
- Resumix Web Based Tools
- Central Referral (Easy ACCES) to Resumix
- Open Forum



WHAT IS RESUMIX

- Department of Defense automated referral system
- Uses optical character recognition software
- Utilizes a patented skills extraction system to read resumes
- Applicant must submit their resume, registration data and self-nomination



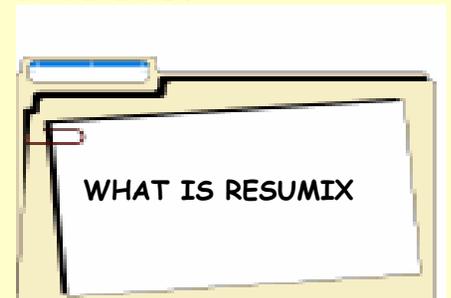
WHAT IS RESUMIX (cont'd)

Selecting officials develop job search plans

Number of matched skills are used to refer the best qualified applicants

Human Resource Specialists screen resumes for eligibility and OPM minimum qualifications

Resumix process relies on a suite of web based tools.



RESUMIX Web Based Tools

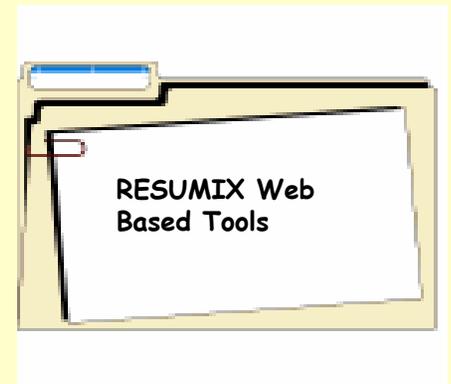
Use <http://cpol.army.mil> to access the following Resumix web based tools:

ARMY RESUME BUILDER:

https://cpol.army.mil/rb/rb_entry.cgi

ARMY ANNOUNCEMENTS:

<http://cpol.army.mil/va/scripts/public.html>



RESUMIX Web Based Tools(cont'd)

APPLICANT NOTIFICATION SYSTEM WEB ENABLED SYSTEM
(ANSWER):

<https://cpsrxtp.belvoir.army.mil/staffing/answer/online/apps/default.asp>

FREQUENTLY ASKED QUESTIONS:

http://cpol.army.mil/employ/faq_resumix.html

CENTRAL REFERRAL (EASY ACCES) HOME PAGE:

<https://cpol.army.mil/ezaces/eahome1.html>



CENTRAL REFERRAL (Easy ACCES) TO RESUMIX

APPLICANTS:

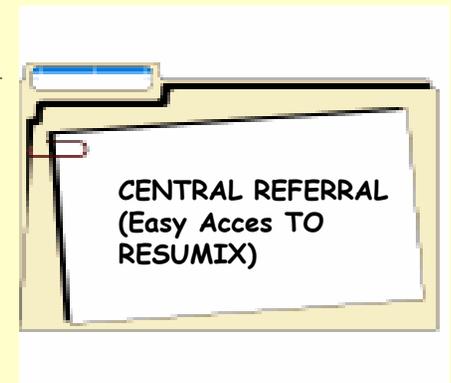
Submit resume to servicing CPOC Resumix database
(Centralized database, Pacific and Korea)

Will no longer receive e-mail Interest and Availability (I&As) notices
for vacancies

Must submit self-nomination to receive consideration

Access to resume status via ANSWER (24/7)

Revise/update resume and registration data via the Army Resume
Builder or ANSWER



CENTRAL REFERRAL (Easy ACCES) TO RESUMIX

Civilian Personnel Advisory Center:

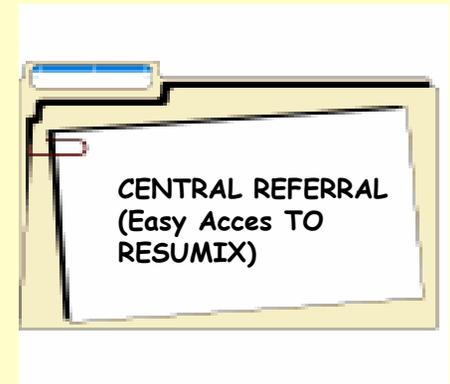
Participate in the Impact and Implementation (I&I) process with local unions

Market the Resumix process and tools

Will not have to submit the career referral request form

Assist applicants with resume submissions

ANSWER view capability to provide personnel advisory services

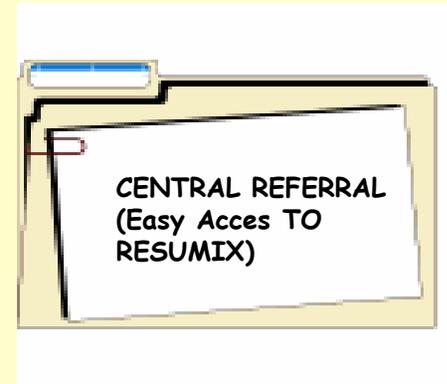


CENTRAL REFERRAL (Easy ACCES) TO RESUMIX

Selecting Official:

Establish Army Knowledge On-line e-mail accounts

<https://ako2.us.army.mil/reg/>



Identify required and desired Resumix skills along with career program unique requirements on Request for Personnel Action (RPA)

Use of the web based referral list instead of hard copy career referral lists

Transition eliminates the need for dual recruitment - one competitive referral list