

**LET'S GET TO WORK.**



# Tomorrow's Workforce is in School Today

Student Education Pathways and  
Career Opportunities at Patuxent River

Naval Air Systems Command (NAVAIR)

Naval Air Warfare Center Aircraft Division (NAWCAD)

January 2010 Presentations

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# Today's Briefing

- Education pathways to an engineering career
- Working at Patuxent River, NAVAIR and NAWCAD
- Cooperative Education Program
- University of Maryland's Mechanical Engineering Degree at the Southern Maryland Higher Education Center
- Summer 2010 employment application process for student engineering technician and administrative positions at Patuxent River
- Fleet and Family Readiness Summer Jobs at the Naval Air Station (regional representative at Jan 7, 14 and 21 briefings at the Frank Knox Training Center 5 pm)

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**Planning for an engineering degree starts NOW!\***

**Math (4 years):** Algebra I and II, Geometry, Trigonometry, Calculus

**Science (4 years):** Biology, Physics, Chemistry (Other science options for the fourth year requirement and electives include advanced levels of Biology, Chemistry, Physics or Ecology, Astronomy and Earth Sciences)

**Language Arts (4 years):** English (Elective courses in this area include Speech/Debate, Communications/Media and Journalism)

**Foreign Languages (3 years):** Student choice based on what the school offers.

*\* Recommendations from the Engineer Your Life program.*

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## **Set Your Sights to Patuxent River**

### **Engineering Disciplines**

Aerospace Mechanical Electrical Chemical  
Materials Industrial Computer

### **Science Disciplines**

Chemistry Computer Instructional Systems  
Design/Technology Industrial Organizational  
Psychology Mathematics Ops Research Physics

### **Business and Related Degrees**

Accounting Business Finance Logistics

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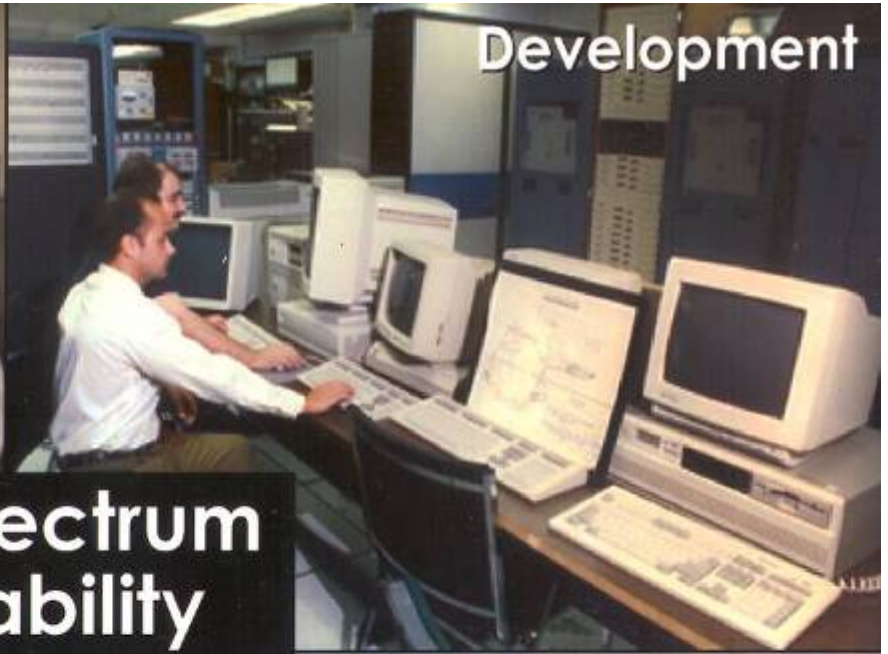
## **Naval Air Warfare Center Aircraft Division Mission**

- **The Navy's principal facility for research, development, test and evaluation and Fleet Support for Naval aircraft, crew systems, engines, aircraft launch and recovery systems, support equipment, training systems and avionics.**

**Research**



**Development**



**Full Spectrum  
Capability**



**Test and Evaluation**



**And In-Service Engineering**

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# What is the Co-Op Program?

- Planned & progressive career-related student employment program integrating academic studies and on-the-job work experience
- Recruitment vehicle for all categories (scientist, engineer along with business and financial positions)
- Non-competitive conversion after satisfactory completion of educational & work requirements
- Correspondence programs excluded

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## Where to Start

- The recruitment office accepts student resumes for manager's review (cooperative education and student employment)
  - Resumes submitted on-line at <http://www.navair.navy.mil/jobs>
  - Website is being revised, new version early 2010
  - Suggested for student to have one year work/school experience (sophomore level or above) for acceptance
  - Include STEM focused extracurricular activities (robotics, science fair, etc.), GPA, etc. on application

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# Student Requirements

- Enrolled in an accredited institution
- Official transcript
  - Minimum cumulative GPA must be 2.00
    - (Note that the U of MD requires a minimum 3.00 for college transfer acceptance into their engineering program)
  - Pursuing degree towards target position
- Current resume must be posted on the NAVAIR Jobs website

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# Student Requirements

- Minimum age of 16 years
- U.S. Citizen
- If attending the College of Southern Maryland, enroll with CSM's Career Services Coordinator if accepted while a CSM sophomore. Most students are juniors while in the cooperative education program.
  - Lisa Warren, 301-934-7533    [lwarren@csm.md.edu](mailto:lwarren@csm.md.edu)

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# Student Benefits

- ***Tuition Assistance and Book Reimbursement***
  - 2.50 or higher cum GPA for Engineers & Scientists
    - **Up to \$4,500 per semester, not to exceed \$13,500 per year**
  - 2.00 or higher cum GPA for all other categories (business/financial)
    - **Up to \$2,500 per semester, not to exceed \$7,500 per year**
    - **Tuition assistance limited to six semesters or nine quarters**
    - **Book reimbursement up to \$400 per semester/quarter**

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# Student Benefits

- Permanent full-time position upon completion of the program
  - While in the program and attending school, the annual salary range for a sophomore is \$23,169 to \$29,153 and for a junior is \$25,279 to \$32,863 (as of summer 2009). All salaries include locality pay of 20.89%. These estimates are based on working in the summer and the mid-year break. Salaries adjusted annually.

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# Student Benefits

- Employment benefits FEGLI (life insurance), FEHB (health insurance), FERS (retirement), TSP (Thrift Savings Plan) & Social Security
- Service obligation is three times the length of the training period but no less than two years of service obligation if tuition and book reimbursement is accepted
- Use of Morale, Welfare and Recreation facilities (fitness center, golf course, theater, intramural sports, auto and wood hobby shops, marina, sailing club, etc.)

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# Student Retention

- As an option, students may enroll in the Co-Op program and not accept tuition and book reimbursement. Remain in good standing w/academic institution & maintain minimum cumulative GPA of 2.00
  - Full-time student / work on school breaks
  - Half-time student / work min of 16 hours per week
  - Notify Co-Op Program Manager of changes in major, school, academic progress, etc.

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# Student Retention

- Performance appraisals
- Complete education in reasonable timeframe
  - Tuition assistance is limited to six semesters or nine quarters (equivalent) regardless of your full time or part time status

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- **The Southern Maryland Higher Education Center (SMHEC)** launched a pilot program with University of Maryland Fall 2009 in Mechanical Engineering with an aerospace focus
  - Students enrolled in the SMHEC classes have a high priority for acceptance into the Co-Op program.
  - Students attending other universities may also apply for the Co-Op program.
  - Students must be accepted into the U of MD program prior to applying to the Co-Op program. Note on your U of MD application intention to take classes at SMHEC.

<http://www.uga.umd.edu/admissions>

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# Using the NAVAIR Jobs Website Application Process

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## Web Based Application Process for Cooperative Education and Student Employment

[www.navair.navy.mil/jobs](http://www.navair.navy.mil/jobs)

The screenshot shows the NAVAIR JOBS website. At the top, there is a banner with the text "NAV AIR JOBS" and "LET'S GET TO WORK." Below the banner is a navigation menu with links: "Benefits", "Locations", "Products & Services", "Career Opportunities", "Gallery", and "Job Fair Schedule". The main content area features a large video player with a play button and a "CC" icon. Below the video player are three columns of links: "Introduction", "Overview", "Opportunities", "Mission", "Work", and "Work/Life Balance". At the bottom, there is a button that says "Click here to Display Pax River's 2010 Summer Hire Program".

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## Career Opportunities

[Benefits](#) | [Locations](#) | [Products & Services](#) | [Career Opportunities](#) | [Gallery](#) | [Job Fair Schedule](#)



[Post Your Resume: Entry-Level Engineering and Science](#)

[Post Your Resume: All Others](#)

[Business Career Opportunities](#)

[All Other NAVAIR Career Opportunities](#)

[Frequently Asked Questions](#)

## JOIN THE TEAM

NAVAIR is actively recruiting and hiring for talented individuals in a variety of fields. NAVAIR provides unique engineering, development, testing, evaluation, in-service support, and program management capabilities to deliver airborne weapons systems that are technologically superior and readily available. We embrace the privilege of our responsibility to the Sailor and the Marine in partnership with industry, all Naval Aviation stakeholders, and our fellow Systems Commands.

### ENTRY-LEVEL SCIENTISTS/ENGINEERS

If you are a college senior or recent college graduate with a degree in engineering or science and want to be considered for the Federal Career Intern Program, click on the [Post Your Resume: Entry-Level Engineering and Science](#) link for additional information and to submit your resume for consideration.

### BUSINESS CAREERS

If you are a recent college graduate and are interested in the Navy's Acquisition Intern Program, please click on the [Business Career Opportunities](#) link for additional information.

### ALL OTHERS

If you are interested in viewing current NAVAIR job openings, please click on [All Other NAVAIR Career Opportunities](#) to find vacancy announcements to which you may apply. You may also post your resume by clicking on [Post Your Resume: All Others](#). These resumes will be reviewed by recruiting staff and managers for future requirements.

[Equal Employment Opportunity Employer](#)


NAV  AIR

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NAVAIR JOBS [Home](#) > [Career Opportunities](#) > [Post Your Resume: All Others](#)

[Benefits](#) | [Locations](#) | [Products & Services](#) | [Career Opportunities](#) | [Gallery](#) | [Job Fair Schedule](#)



[Post Your Resume: Entry-Level Engineering and Science](#)

[Post Your Resume: All Others](#)

[Business Career Opportunities](#)

[All Other NAVAIR Career Opportunities](#)

[Frequently Asked Questions](#)

## JOIN THE TEAM

### Post Your Resume: All Others

**U.S. citizenship is required.**  
You may post your resume for review by recruitment staff and managers by clicking the continue button below. If a manager is interested in you, you may be contacted by phone or e-mail. However, recruiting practices vary by location.

NAVAIR employees are required to obtain and maintain a security clearance. Some positions may also require a candidate to successfully complete a pre-employment physical and/or drug test before they are appointed. In addition, designated positions will be subject to random drug testing.

**STUDENTS**  
Our Student Educational Employment Program (SEEP) provides Federal employment opportunities to degree-seeking students who are enrolled at least part-time at an accredited high school, technical, vocational, two or four year college or university, graduate or professional school. If you are a student over the age of 16 and are interested in a SEEP position, you may post your resume by clicking the continue button below. If a manager is interested in you, you may be contacted by phone or e-mail.

**Please select from each of the following required lists.**

Experience Level:	Career Field:
<input type="radio"/> Student	<input type="radio"/> Scientist or Engineer
<input type="radio"/> Entry	<input type="radio"/> Administrative/Business Personnel
<input type="radio"/> Mid-Career	<input type="radio"/> Technician or Specialist
	<input type="radio"/> Clerical
	<input type="radio"/> Other

[Click to Continue >>](#)

**Post Your  
Resume: All  
Others**

**Experience  
Level,  
select  
student**

**Career  
Field, select  
Technician  
or clerical  
as  
appropriate**

# JOIN THE TEAM

## Post Your Resume: Student Technician or Specialist

\* = Required Field

U.S. Citizenship Required

### GENERAL INFORMATION

Are you a U.S. Citizen?\*  Yes  No

Do you hold any citizenship other than U.S.?\*  Yes  No

Holding dual citizenship may affect eligibility for a security clearance and/or eligibility to occupy a sensitive position.

First Name\*  M.I.  Last Name\*

Email\*

Phone\*  Alt Phone

Current Address\*

City\*  State\*  Zip\*

Permanent Address

City  State  Zip

### EDUCATION

Degree\*  Select  Month  Yr\*  GPA

Major\*  Select

School\*  Select

Specialty Area

### Second Degree (Optional)

Degree  Select  Month  Yr  GPA

Major  Select

School  Select

### MILITARY SERVICE

Have you ever served in the U.S. military?\*  Yes  No

### UPLOAD RESUME\*

The Department of Navy is committed to developing a competitive, highly qualified workforce, through recruitment efforts geared towards obtaining the talents of a diverse applicant pool, regardless of race, color, religion, national origin, sex or disability, in accordance with Federal Equal Employment Opportunity laws. In order to evaluate NAVAIR's recruitment efforts, applicants are asked to voluntarily provide information about his/her gender and race. The data is used as a self-assessment tool for the agency to evaluate the diversity of the applicant pool. Only summary data is reported and only in a format which cannot be broken out by individual applicants. The information will only be reviewed by DON Human Resources personnel and Equal Employment Opportunity personnel. No individual data is ever provided to selecting officials/hiring managers.

Race\*   Gender  Male  Female

How did you hear about us?

### Choose a Location\*

Cherry Point, North Carolina

China Lake, California

Jacksonville, Florida

Lakehurst, New Jersey

Orlando, Florida

Patuxent River, Maryland

Point Mugu, California

San Diego-North Island, California

### PRIVACY ACT STATEMENT

#### GENERAL:

This information is provided pursuant to Public Law 93-579 (Privacy Act of 1974), for individuals completing Federal records and forms that solicit personal information.

#### AUTHORITY:

Sections 1104, 1302, 3301, 3304, 3320, 3361 and 7201 of Title 5 of the U.S. Code.

#### PURPOSE AND ROUTINE USES:

We need the information you put on this form to see how well your education and work skills qualify you for a Federal job. We also need information on matters such as citizenship and military service to see whether you are affected by laws we must follow in deciding who may be employed by the Federal Government. The information we collect will be used for employment purposes and also for studies and statistics that will not identify you. The information you put on this form is voluntary. Incomplete addresses and zip codes will slow processing.

Complete all required fields. Many fields have drop down lists of schools and degrees. For high school students, list "other" for your major. While not a required field, your overall GPA should be included.

# JOIN THE TEAM

Post Your Resume: Student Technician or Specialist	
<b>* = Required Field</b>	
<b>GENERAL INFORMATION</b>	
<b>Are you a U.S. Citizen?*</b> <input type="radio"/> Yes <input type="radio"/> No	
<b>Do you hold any citizenship other than U.S.?*</b> <input type="radio"/> Yes <input type="radio"/> No	
<small>Holding dual citizenship may affect eligibility for a security clearance and/or eligibility to occupy a sensitive position.</small>	
First Name* <input type="text"/> M.I. <input type="text"/> Last Name* <input type="text"/>	
Email* <input type="text"/>	
Phone* <input type="text"/> Alt Phone <input type="text"/>	
Current Address* <input type="text"/>	
City* <input type="text"/> State* <input type="text"/> Zip* <input type="text"/>	
Permanent Address <input type="text"/>	
City <input type="text"/> State <input type="text"/> Zip <input type="text"/>	
<b>EDUCATION</b>	
Degree* <input type="text"/> Select <input type="text"/> Month <input type="text"/> Yr* <input type="text"/> GPA <input type="text"/>	
Major* <input type="text"/> Select <input type="text"/>	
School* <input type="text"/> Select <input type="text"/>	
Specialty Area <input type="text"/>	
<b>Second Degree (Optional)</b>	
Degree <input type="text"/> Select <input type="text"/> Month <input type="text"/> Yr <input type="text"/> GPA <input type="text"/>	
Major <input type="text"/> Select <input type="text"/>	
School <input type="text"/> Select <input type="text"/>	
<b>MILITARY SERVICE</b>	
<b>Have you ever served in the U.S. military?*</b> <input type="radio"/> Yes <input checked="" type="radio"/> No	
<b>UPLOAD RESUME*</b>	
<input type="text"/> <input type="button" value="Browse..."/>	
<small>The Department of Navy is committed to developing a competitive, highly qualified workforce, through recruitment efforts geared towards obtaining the talents of a diverse applicant pool, regardless of race, color, religion, national origin, sex or disability, in accordance with Federal Equal Employment Opportunity laws. In order to evaluate NAVAIR's recruitment efforts, applicants are asked to voluntarily provide information about his/her gender and race. The data is used as a self-assessment tool for the agency to evaluate the diversity of the applicant pool. Only summary data is reported and only in a format which cannot be broken out by individual applicants. The information will only be reviewed by DON Human Resources personnel and Equal Employment Opportunity personnel. No individual data is ever provided to selecting officials/hiring managers.</small>	
Race* <input type="text"/> <input type="text"/> Gender <input type="radio"/> Male <input type="radio"/> Female	
How did you hear about us? <input type="text"/>	
<input type="button" value="Submit Final"/>	

U.S. Citizenship Required

- Choose a Location\***
- Cherry Point, North Carolina
  - China Lake, California
  - Jacksonville, Florida
  - Lakehurst, New Jersey
  - Orlando, Florida
  - Patuxent River, Maryland
  - Point Mugu, California
  - San Diego-North Island, California

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Create your resume in Word and upload to the system as a Word or PDF file. Be sure to include extracurricular activities such as science fair, robotics, and any other appropriate activity. Check your grammar and spelling, and have a knowledgeable person review your resume. You will receive an automatic e-mail response if your application was received.

Equal Employment Opportunity Employer



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<b>GENERAL INFORMATION</b>	
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First Name* <input type="text"/> M.I. <input type="text"/> Last Name* <input type="text"/>	
Email* <input type="text"/>	
Phone* <input type="text"/> Alt Phone <input type="text"/>	
Current Address* <input type="text"/>	
City* <input type="text"/> State* <input type="text"/> Zip* <input type="text"/>	
Permanent Address <input type="text"/>	
City <input type="text"/> State <input type="text"/> Zip <input type="text"/>	
<b>EDUCATION</b>	
Degree* <input type="text"/> Select <input type="text"/> Month <input type="text"/> Yr* <input type="text"/> GPA <input type="text"/>	
Major* <input type="text"/> Select <input type="text"/>	
School* <input type="text"/> Select <input type="text"/>	
Specialty Area <input type="text"/>	
<b>Second Degree (Optional)</b>	
Degree <input type="text"/> Select <input type="text"/> Month <input type="text"/> Yr <input type="text"/> GPA <input type="text"/>	
Major <input type="text"/> Select <input type="text"/>	
School <input type="text"/> Select <input type="text"/>	
<b>MILITARY SERVICE</b>	
<b>Have you ever served in the U.S. military?*</b> <input type="radio"/> Yes <input checked="" type="radio"/> No	
<b>UPLOAD RESUME*</b>	
<input type="text"/> <input type="button" value="Browse..."/>	
<p>The Department of Navy is committed to developing a competitive, highly qualified workforce, through recruitment efforts geared towards obtaining the talents of a diverse applicant pool, regardless of race, color, religion, national origin, sex or disability, in accordance with Federal Equal Employment Opportunity laws. In order to evaluate NAVAIR's recruitment efforts, applicants are asked to voluntarily provide information about his/her gender and race. The data is used as a self-assessment tool for the agency to evaluate the diversity of the applicant pool. Only summary data is reported and only in a format which cannot be broken out by individual applicants. The information will only be reviewed by DON Human Resources personnel and Equal Employment Opportunity personnel. No individual data is ever provided to selecting officials/hiring managers.</p>	
Race* <input type="text"/> <input type="text"/> Gender <input type="radio"/> Male <input type="radio"/> Female	
How did you hear about us? <input type="text"/>	
<input type="button" value="Submit Final"/>	

U.S. Citizenship Required

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Summer 2010 wages for student engineering technicians range from \$10.60 (high school rising junior) to \$11.91 (high school rising senior, college freshman) per hour.

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# Points of Contact

- **U of MD program at the SMHEC**
  - Higher Education and Research Partnerships, Dr. Paul Hoffman  
(301) 342-9361
- **NAVAIR Careers**
  - NAVAIR Recruitment Office 1-800 -787-9804
- **Cooperative Education Program**
  - Marjory Holcomb, Frank Knox Training Center located on Rt. 235  
by Gate Two (301) 757-4119

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# To Learn More About Pax River

- Naval Air Systems Command (NAVAIR)
  - [www.navair.navy.mil](http://www.navair.navy.mil)
- Naval Air Warfare Center Aircraft Division (NAWCAD)
  - [www.navair.navy.mil/NAWCAD](http://www.navair.navy.mil/NAWCAD)
- NAWCAD Education Outreach
  - [www.ndep.us/LabsPax.aspx](http://www.ndep.us/LabsPax.aspx)

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For a copy of this presentation, log onto the Education Outreach Website

[www.ndep.us/LabsPax](http://www.ndep.us/LabsPax)

From the opening page, click the *Behind The Scenes* Tab, then scroll to the bottom to the *Student Section*.