

Coming Soon: Electronic Position Description System

The Electronic Position Description System (ePDS) is a NASA-developed Web-based application that will assist HR Specialists, Supervisors, Organizational Unit Managers, and Administrative POCs/Officers in the creation, maintenance, and storage of NASA position descriptions. It is scheduled to be available Agency-wide in November, and will enable comprehensive and accurate documentation of position requirements and duties, which can help ensure that candidates recruited possess the necessary skills.

You may be wondering why we need a new system. We are developing and implementing ePDS because the Agency will discontinue using its existing system, Position Description Manager (PDM), in December 2008. Developing the system “in house” provides NASA with the opportunity to:

- Implement a position description solution with functionality designed specifically around Agency requirements and the needs of our human resources and supervisory communities.
- Further streamline and integrate human capital systems to provide improved services to our stakeholders and customers.

Additional ePDS information is available at: <http://ohcm.larc.nasa.gov/epds/index.html>. This link provides training dates and a link to SATERN for signing up for training classes. At this time, the Office of Human Capital Management (OHCM) will provide training for all Langley Supervisors, Organizational Unit Managers, and Administrative POCs/Officers only, since they will be the primary system users. Future ePDS training dates for remaining Center employees will be sent out by OHCM. If you have any questions about ePDS or the upcoming training, please contact, Simone Foretich at Simone.S.Foretich@nasa.gov or LaTarsha Wideman at Latarsha.R.Wideman@nasa.gov of OHCM.

Leah Meisel
Director, Office of Human Capital Management