



Personnel Management

NASA's Hiring Process Just Got Easier!

NASA strives to provide its employees with innovative and effective tools to make their work lives more productive and efficient. NASA has integrated its hiring and entry on duty systems with the Federal Personnel Payroll System. With increased information sharing across these systems, it is easier for NASA Supervisors, Managers, and HR specialists to submit and monitor requests to fill jobs, and substantially improves the new hire experience. This integration helps to reduce manual data entry, improve data quality and reporting, promote employee and manager self service, and improve process integrity and oversight.

Go to the **Supervisors & Leaders > Fill a Vacant Position** page on the Human Resources Portal at <https://hr.nasa.gov>

Benefits:

- Integrated, online hiring forms that streamline processing of selected candidates
- More user friendly, easily accessible process, for Managers, Supervisors and Administrative Assistants to initiate a hiring action
- Faster hiring process due to better data quality and more accurate processing of employee information
- Consistent and standardized process and procedures for Centers
- 50% reduction in manual data entry by administrative assistants, supervisors, HR specialists and NSSC

Integrated and Streamlined Hiring

