

**THE NAVAJO NATION
DEPARTMENT OF PERSONNEL MANAGEMENT
GENERAL INFORMATION: APPLICATION FOR VETERANS' EMPLOYMENT PREFERENCE**

A. VETERANS' PREFERENCE INFORMATION

The Navajo Nation provides preference in employment and retention to those Veterans who were discharged or released under honorable conditions only; or the spouses of Veterans in the following order:

1. A Veteran who has an existing compensable service-connected disability who is able to work.
2. A Veteran of any war or peacetime who has served on active duty for 181 calendar days or more or who has served 180 calendar days or more, other than for training, since January 31, 1955 and who was discharged or separated under honorable conditions from the U.S. Armed Forces.
3. A Veteran who sustained a service-connected disability prior to completing 180 calendar days of active duty.
4. The spouse of a Veteran who cannot qualify for employment because of a total and permanent disability or the spouse of a Veteran killed in the line of duty, or missing in action, captured by a hostile force(s); forcibly detained or detained by a foreign government/power.
5. The un-remarried surviving spouse of a Veteran who died of a service-connected disability.

B. APPLICANT DOCUMENTATION

The applicant will be required to furnish the Department of Personnel Management (DPM) the documentation necessary to prove Veterans' Preference eligibility on or before the closing date of the position to be considered for preference. Proof of Veterans' Preference eligibility includes:

1. Veterans and spouses of disabled Veterans must furnish a copy of the DD Form 214 and/or 215, military discharge papers and/or other verification from the DOD or Military Branches.
2. Spouses of disabled Veterans and un-remarried surviving spouse of deceased Veteran must provide:
 - a. Certification from DOD or DVA that the Veteran is totally and permanently disabled or documentation certifying the service-connected death of the Veteran.
 - b. Evidence of marriage to the Veteran.
 - c. A statement that the spouse is still married to the Veteran or that the spouse is not re-married at the time of the application for employment.

C. NON-NUMERICALLY BASED QUALIFICATION ASSESSMENT PROCESS

The Navajo Nation does not use a numerically based qualification assessment process therefore preference is given to Veterans provided such person possesses the minimum qualifications necessary to perform the duties involved. The policy defines "minimum qualifications" to mean a "specification" of the kinds of experience, training, education and/or licensure or certification that provides "appropriate job related evidence that an applicant possesses the minimum required knowledge, skills and abilities necessary to perform the duties involved."

D. RIGHT TO APPEAL

Should the vacant position for which the Veteran applied for and claimed Veterans' Preference be filled by a non-Veteran applicant and the Veteran feels that proper consideration of the Veterans' Employment Preference has not been provided, the Veteran has the right to appeal to the Department of Personnel Management, P. O. Box 7080, Window Rock, AZ 86515, within 10 working days from the date he/she receives a letter of non-selection.