

## Veterans Hiring and Recruitment Guidance

Pursuant to Va. Code §§ 2.2-2903 and 15.2-1509, the University of Virginia (UVA) gives preference to any veteran, surviving spouse or child of a veteran killed in the line of duty, or member of the Virginia National Guard in its hiring process, provided the individual possesses the minimum knowledge, skills, and ability required for the position sought. Additional special consideration shall also be given to veterans who have a service-connected disability rating fixed by the United States Veterans Administration. Please note that this hiring preference does not automatically entitle a qualified veteran, surviving spouse/child, or Virginia National Guard member to the position for which he/she applied. Rather, the status of veteran, surviving spouse/child, or Virginia National Guard member is considered a “preferred qualification” for purposes of any competitive hiring decision.

### Notes:

- For purposes of implementing the hiring preference at UVA, a hiring official will first determine if an applicant possess the minimum skills, knowledge, and ability for a given job posting. If an applicant is found to be minimally qualified, then the hiring official shall count an applicant’s status as a veteran, surviving spouse/child, or member of the Virginia National Guard (except in the circumstances detailed below) as a “preferred qualification” and evaluate the application accordingly throughout the hiring process.
- "Veteran" means any person who has received an honorable discharge and has (i) provided more than 180 consecutive days of full-time, active-duty service in the armed forces of the United States or reserve components thereof, including the National Guard, or (ii) has a service-connected disability rating fixed by the United States Veterans Affairs.
- A surviving spouse and any and all surviving children and stepchildren of a veteran killed in the line of duty are eligible to receive this hiring preference, even if more than one applies for positions across UVA.
- Members of the Virginia National Guard are NOT eligible for the hiring preference if (1) any other applicant in a given applicant pool is a veteran or a prisoner of war; or (2) the position sought is posted as agency internal only or state employee only.
- A veteran has a right to receive information to the extent permitted by law, regarding the reasons he/she was not hired for a particular position.
- Schools, departments and divisions should make a focused effort to recruit veterans and persons with disabilities. All federal contractors are obligated to engage in active recruitment and rigorous outreach to veterans and persons with disabilities. OFCCP has announced that good faith efforts in this area are not enough, results are expected. For veteran recruitment resources please visit:

<http://www.eocr.virginia.edu/resources-veterans>

## Virginia Department of Human Resource Management Policy Guides

<http://jobs.virginia.gov/emplforveteranspolicyguides.htm>