

Be A Part of Their Journey

Be A Part of USCIS

What to Expect at a USCIS Hiring Fair

Before the Event

Create and be able to access your USAJOBS.gov account.

Paper Documents to Bring to the Event

- Two forms of ID (such as your passport, your state-issued ID card).
- Printed copy of your registration ticket.
- Federal resume (we recommend that you keep your resume to no more than five pages).
- Transcripts for all your undergraduate and graduate level education, if applicable.
- Three professional references and their contact information.
- If you have current or prior federal employment: SF-50 showing your appointment to competitive service, tenure, grade and step, and full performance level.
- If you are a veteran: DD-214 showing character of service; Veterans Affairs disability rating letter, if applicable.
- If you are an individual with a disability: Letter stating you have a qualifying disability. The letter must be from a medical professional or other organization that grants disability benefits.

What to Expect During the Event

- Upon arrival, you will stand outside of the building with others waiting to go through security.
- Once you check in, you will receive authorization to be considered for two positions. The first will be the position you registered for, and the second will be one other position offered at the event. Please remember that if you want to be considered for more than one position, you must bring an additional copy of all the documents listed above.



- Find the tables with the markers for the two positions you would like to be considered for. Go to the table for your first-choice position. There you can talk to hiring managers about the position, provide your application package, and discuss your experience. Then do the same for your second position. Once you have completed this step for both positions, you will be asked to wait in the waiting area for the next determination to be made.
- If you meet the qualifications, you will be referred to a hiring manager for an interview. Once you have completed this step, you will be asked to wait in the waiting area until the hiring manager makes the next determination.
- If you are selected for position, you will receive a verbal tentative job offer at the event. Please be prepared to decide whether to accept or decline the position at the event. Positions are filled based on the availability at the time the job offer is made.
- If you are found not qualified or are not selected for a position at the fair, you will be directed to speak to an agency representative who can provide next steps and additional information.
- Once you receive a final determination on both positions, you will be directed to exit the building.

Please expect all of this to take at least **two-and-a-half hours**.

We will have several easily identifiable individuals available on site to answer any questions you may have during the event.

Important Notes

- We will not return your documents.
- There is no onsite printing available.
- We will not accept any electronic documents.

To Register

Click on the “Get tickets” button to schedule your preferred appointment time. Space is limited, so register today!

Parking

Off-site parking may be available at your expense. Please research parking options if you choose to drive to the event.

We look forward to meeting you!