



U.S. Commercial Service

Foreign Service Officer Assessment

Dear Partner,

The U.S. Commercial Service of the U.S. Department of Commerce is pleased to announce that it is now accepting applications for Foreign Service Officers and will hold the Foreign Service Officer Assessment in Spring 2013. The competitive assessment process selects the next generation of commercial diplomats to serve in the US Embassies and Consulates abroad. As our trusted partner, your help is critical in recruiting a diverse and well-qualified pool of candidates able to represent the U.S. Government and our country's international trade and investment interests.

The application can be accessed at <http://www.usajobs.gov/GetJob/ViewDetails/330538700>

The U.S. Commercial Service (CS) is the trade promotion arm of the U.S. Department of Commerce's International Trade Administration. Our primary mission is broadening and deepening the U.S. exporter base, removing obstacles to the export success of U.S. small- and medium-sized companies, advancing U.S. business interests abroad, and supporting job creation in the United States. The CS supports U.S. companies through a worldwide network of trade professionals located in more than 100 U.S. cities and American embassies and consulates in more than 70 countries. As a Foreign Service Officer with the Commercial Service our nation's best represent our country overseas and support American businesses with inherently governmental and trade promotion activities. The CS is an important element of President Obama's National Export Initiative which aims to double U.S. exports by the end of 2014.

The Assessment is the competitive process used to select the next generation of commercial diplomats to serve in U.S. Embassies and Consulates abroad. Exceptional applicants that pass the initial screening/application process will be invited to take part in a day-long examination in winter 2012/2013 to determine their suitability to join America's primary export/inward investment promotion agency. Only a small percentage of those that apply are chosen.

To be considered, candidates must:

- Possess a BA or BS degree and have three years of specialized trade promotion experience.
- Be a U.S. citizen.
- Be between the ages of 21 and 59
- Be available for a worldwide assignment and be willing to relocate approximately every 3-4 years.
- Be able to obtain Medical and Top Secret Security clearances and pass a drug test.

We seek your assistance in publicizing this unique opportunity by disseminating the attached information to your members through posting to your social media accounts, displaying on your website, including in your newsletters and through email blasts and other means as you see appropriate. I have attached:

- An introductory e-mail to potential candidates
- A Facebook and/or LinkedIn posting
- One, two and three paragraph announcements to fit most outreach needs

Also, please feel free to directly reach out to any specific candidates you feel would be qualified to represent the United States as a commercial diplomat.

If you have any questions or need additional information, please feel free write me at Todd.Avery@trade.gov or call me at (202) 482-5208.

Thank you very much for your help.

Sincerely,

Todd Avery
Career Development Officer
Office of Foreign Service Human Capital
U.S. & Foreign Commercial Service
International Trade Administration
Tel: (202) 482-5208
Cel: (202) 603-4869
E-mail: (Todd.Avery@trade.gov)
<http://trade.gov>