**Request for Military Spouse Preference**

Position Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Announcement Number: NAF-20\_\_\_-\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Print - Last, First MI)

**All documentation must be submitted with your application/resume for consideration \*\*NOTE\*\* If documentation requested is not submitted with your application/resume then spouse preference will not be considered:**

 • Request for Military Spouse Preference form completed and

 signed.

 • Copy of Sponsor’s Permanent Change of Station (PCS)

 orders.

 • Copy of marriage license (if dependent names are not

 listed on the orders).

**A few things to remember about your Spouse Preference benefit:**

* Claiming Spousal Preference does not automatically guarantee you a position.
* If you have less than 6 months until your next PCS, spousal preference cannot be used.
* Spousal Preference can only be used for NAF positions at the NF 03 level and below and all NA, NL, NS (Craft/Trade) positions. Spouse Preference use is not allowed for NF 04, NF 05 or SES positions within the NAF.
* All applications are reviewed and graded according to the qualifications. If the candidate is highly qualified, then the spouse preference will be applied.
* You must have PCS’d to within the 50 mile radius of Kings Bay from another geographical location (this includes orders to NS Mayport, Blount Island and NAS Jacksonville)
* You must prove that you were married to the service member prior to the PCS orders being released.
* You can use your spousal preference as many times as you would like for flexible status positions but only ONE time for a Full time or Part time position. Should you be offered a FT or PT position and decline it, you will also lose your preference.
* You can submit/apply for a position using your Spouse Preference 30 days before arriving at the new duty station.
* “Add-On” orders or Command Change orders that do not require a PCS are not accepted unless the initial Command is outside of the 50 mile radius of Kings Bay, Georgia.

X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicants Signature – I have read and understand the above