

## **SPOUSE EMPLOYMENT INFORMATION**

For information on Leave Without Pay (LWOP) and Priority Placement registration procedures, as well as Federal employment opportunities at Fort Leonard Wood, contact the Civilian Personnel Advisory Center (CPAC) at 573-596-0927 or stop by their office located at 140 Replacement Avenue, Ste 2205. Customer-service hours are 0900-1130 and 1230-1630, Monday through Friday.

Spouses desiring information on all other employment opportunities at Fort Leonard Wood should contact the Army Community Services Employment Readiness Program, Mr. Loren Rains located at Army Community Service, Building 486, between the hours of 0730-1130 and 1230-1630, by phone: 573-596-0212.

**Military spouses may use the “Military Spouse” Preference for two years from the date of the PCS Orders, after that time, this preference will not work. This applies to both types of federal job appointments, GS/NSPS (Appropriated Funded jobs) and NAF (Non-appropriated funded jobs – which are MWR positions).**

### **ACS Employment Readiness Program**

A comprehensive employment assistance program for eligible Department of Defense Active Duty members, Army National Guard and U.S. Army Reserves, family members, and Department of the Army Civilian Employees.

Services include, but are not limited to the following:

- Employment, education and volunteer resources and information
- Job search assistance
- Career coaching and counseling
- Employment opportunity development
- Job fairs
- Army Spouse Employment Program (ASEP)
- Workshops on effective resume writing for Department of the Army ([www.cpol.army.mil](http://www.cpol.army.mil)) and Federal Agencies at USA Jobs ([www.opm.gov](http://www.opm.gov))
- Workshops on Knowledge’s, Skills, & Abilities (KSAs)
- Workshops on impressive attire and interview skills