



HR Officer preparing a brief to give via teleconference.



HR Officer briefs his Reserve unit during training.

**Job Description:**

Many of the jobs within the Navy's human resources community offer you the unique and rewarding opportunity to improve operational readiness by integrating human resource solutions into multiple work environments, as well as interact and assist people throughout their careers.

**Work Environment:**

Over 800 jobs throughout the continental US, overseas, and at sea. Work with highly qualified Naval officers and enlisted personnel in the fields of education and training, information systems, recruiting, financial management, policy, manpower and personnel, research and analysis, and strategic planning.

**To find out more about a career in the Navy's HR community visit:**

FOR THE MAIN NAVY HR WEBSITE:  
<http://www.public.navy.mil/bupers-npc/officer/Detailing/r1staffcorps/HR/Pages/default.aspx>

FOR THE HR CENTER OF EXCELLENCE WEBSITE:  
<http://www.nps.edu/Academics/Schools/GSBPP/Academics/ProfDev/HRCOE/index.html>

FOR THE INFORMATION ON REDESIGNATION TO HR:  
<http://www.public.navy.mil/bupers-npc/boards/administrative/TransferRedesignation/Pages/default.aspx>



# NAVY HUMAN RESOURCES OFFICER



“The Navy's HR community plays a vital role in ensuring we have a continuously ready workforce capable of executing global missions at all times.”

HR Officers are the recognized leaders in Navy and Joint Human Resource solutions, building the 21st Century Navy Total Force.



AMERICA'S  
**NAVY**  
A GLOBAL FORCE FOR GOOD.™





## HR COMMUNITY HISTORY

The 1200 Active Component (AC) Human Resources Community was originally created in 2001 to support the growing demands for the Manpower, Personnel, Training and Education (MPTE) Enterprise to plan, develop, and execute the life cycle management of the Navy's most valued resource – people.

In 2007, emphasis on integration led to the establishment of the Reserve Component (RC) HR Community comprised of Selected Reserve (SELRES/1205) officers and Full Time Support (FTS/1207) officers. The combined 120X Team provides the Navy with the subject matter expertise essential to ensuring there is a workforce capable of meeting joint and Navy missions today and into the future.

Today the HR Community has evolved into the recognized leader in developing Navy and Joint Human Resources solutions. HR officers serve in key positions vital to building the 21<sup>st</sup> century Navy Total Force.

### Navy HR Core Competencies & Job Types

There are four major career opportunity areas within the Navy's HR Professional community, called Core Competency Areas (CCAs). These valued CCAs offer diverse experiences and require a variety of skill sets.

### Requirements

Focuses on manpower and job task requirements working for OPNAV N12, Navy Manpower Analysis Center (NAVMAC), Fleet/Type Commander N1s, Budget Submitting Offices, OPNAV N14, or financial management and budget analysis (OPNAV N10).

### Management

Focuses on personnel policy and management, working for Navy Personnel Command (NPC), OPNAV N13, Transient Personnel Units (TPUs), Naval Operational Support Centers (NOSCs), or Navy Personnel Command Mobilization Detachments (NPC MOB DETs).

### Development

Focuses on the training and education of personnel, working for Naval Education and Training Command (NETC), numerous school and training centers around the country, Recruit Training Command (RTC), Officer Training Command (OTC), or as a CVN Training Officer.

### Recruiting

Focuses on the recruitment of personnel into the regular and reserve components of the Navy, working for Navy Recruiting Command (NRC), Navy Recruiting Districts (NRDs), or Military Entrance Processing Stations (MEPS).

## THINKING OF A CHANGE?

NAVY'S HR OFFICER PROGRAM IS A GREAT OPPORTUNITY FOR YOU AND YOUR FUTURE.

### THE HR COMMUNITY MISSION

Attract, recruit, develop, assign, and retain the right people at the right time to meet the demands of the Navy and the Joint Force.

Support the personal and professional development of all members of the US Navy.

Develop efficient and effective processes to deliver personnel to the US Navy with the correctly aligned knowledge, skills, and abilities to meet mission requirements.

### HR COMMUNITY SKILL SETS and EDUCATIONAL OPPORTUNITIES

- Training and Education
- HR Information Systems
- Personnel Policy and Compensation Analysis
- Risk Management
- Manpower Analysis
- Human Systems Integration
- Recruiting
- Operations Research and Analysis
- Joint Service MPTE Development
- Strategic Planning
- Financial and Econometric Return on Investment Forecasting
- Human Performance Technology

**"MISSION FIRST - PEOPLE ALWAYS."**



The HR Community places high value on sustained superior performance, leadership, Master's degrees, HR Certifications (PHR/SPHR/GPHR), Joint Military Tours and Education (JPME I/II), Mobilizations (IA/GSA), and Milestone Tours.

