



PS CAREER PATH
TRAINING AND ADMINISTRATION OF THE RESERVE (TAR)

Personnel Specialists (PS) provide enlisted personnel with information and counseling related to Navy occupations, opportunities for general education and job training, requirements for advancement, rights and benefits. PSs maintain and audit pay and personnel records of military personnel, determine military pay and travel entitlements and deductions. They prepare the financial/accounting reports related to individual pay, travel transactions, and operate associated accounting systems. They also assist enlisted personnel and their families with special problems or personal hardships.

YEARS OF SERVICE	CAREER MILESTONES	AVERAGE TIME TO ADVANCE	COMMISSIONING OR OTHER SPECIAL PROGRAMS	Tour Length *Note 2	TYPICAL CAREER PATH DEVELOPMENT
26-30	PSCM	20 Yrs	CSEL, CMC	36/36	Follow-on Shore Tours
23-26	PSCM PSCS	20 Yrs 17.8	CSEL, CMC	36/36 36/36	Billet: PSCM: CSEL/DLCPO/BUPERS-35/CNPC/CNRF/CNRF/OCNR/OPNAV/NPPSC Billet: PSCS: CNAFR/CNPC/CNRF/NECC/REDCOM/NPPSC/TSC/RSC
20-23	PSCM PSCS PSC	20 Yrs 17.8 14.3	CSEL, CMC, CSC, CWO	36/36 36/36 36/36	Billet: BUPERS/ CNPC/CNRF/MEPS/NIFR/NPPSC/ NRC/NRPDC/OPNAV/TPC/ RSC/Ship/Squadron/TPC/TSC Duty: CSEL/DLCPO/ Program Manager
16-20	PSCM PSCS PSC PS1	20 Yrs 17.8 14.3 8.7	CSEL, CSC, LDO, CWO, OCS, MECP	36/36 36/36 36/36	Billet: BUPERS-35/ CNRF/MEPS/NIFR/CNPC/NPPSC/NR C/NRPDC/NSW/OPNAV/NTAG/REDCO M/RSC/Ship/ Squadron/TPC/TSC Duty: CSEL/LCPO/LPO
12-16	PSC PS1	14.3 Yrs 8.7		36/36 36/36 36/36	Billet: BUPERS-35/CNPC/ CNRF/MEPS/MNCC/NECC/NIFR/NPP SC/NRC/NSW/NTAG/REDCOM/RSC/ Ship/Squadron/TPC/TSC Duty: CSEL/LCPO/LPO/PERS SUP/MGR Qualification: EAWS/ESWS/ EXW/FMF NEC: A01A/791F/ 802R/805A/807R
8-12	PSC PS1 PS2	14.3 Yrs 8.7 3.7		36/36 36/36 36/36	Billet: BUPERS-35/ CNPC/CNRF/MEPS/MNCC/NECC/NIF R/NPPSC/NRC/NSW/REDCOM/RSC/Shi p/Squadron/TPC/TSC Duty: DDO/LPO Qualification: EAWS/ESWS/EXW/FMF NEC: A01A/791F/ 802R/805A/807R
4-8	PS1 PS2 PS3	8.7 Yrs 3.7 1.5	STA-21, OCS, MECP	36/36 36/36 36/36	Billet: CNPC/CNRF/MEPS/ MNCC/NECC/NIFR/NPPSC/ NRC/NSW/REDCOM/RSC/ TPC/TSC/Ship/Squadron Qualification: EAWS/ESWS/ EXW/FMF NEC: A01A/791F/802R



PS CAREER PATH
TRAINING AND ADMINISTRATION OF THE RESERVE (TAR)

YEARS OF SERVICE	CAREER MILESTONES	AVERAGE TIME TO ADVANCE	COMMISSIONING OR OTHER SPECIAL PROGRAMS	Tour Length *Note 2	TYPICAL CAREER PATH DEVELOPMENT
1-4	PS2 PS3	3.7 Yrs 30 months	Naval Academy, NROTC	36/36 36/36	Duty: MNCC/NRC/NPPSC/ MNCC/TPC/TSC/RSC/NSW/Ship/ Squadron Billet: Personnel/Reserve Pay Qualification: EAWS/ESWS/ EXW/FMF NEC: 791F
1+/-	PSSN PSSA Accession Training	9 Months		36/36	Recruit Training and all schools or training events required to be completed prior to reporting to their first operational command.

Notes:

1. "A" School is NOT required.
2. The PS rate is a shore intensive rate due to few sea duty opportunities. Normal sea/shore rotation does not apply.
3. Former PNs and DKs merged to form the "PS" rating in October 2005.
4. PS Rating Enlisted Program Authorization has increased slightly over the last couple of years and more sea duty PS billets have been added.
5. NECs held:
 - A01A: Personnel Specialist Advanced Disbursing Operations
 - 791F: Command Pay and Personnel Administrator (CPPA)
 - 802R: Classification Interviewer
 - 805A: Instructor
 - 806R: Career Information Program Advisor
 - 807R: Reserve Career Information Program Advisor
6. TAR PSs have opportunities to qualify for multiple warfare designations. When assigned to units eligible for qualifications, Sailors shall complete in accordance with the Platform/Command governing instruction.
7. Billet Definition: Displayed sustained superior performance while assigned to sea duty or at a NRC, REDCOM, and CNRFC, these billets are considered challenging and support the primary mission of the Navy and Navy Reserves. PSs may work independently at various Active Duty commands performing Reserve related matters in support of Navy missions worldwide. TAR PSs are expected to have NRC, REDCOM, CNRFC and other Reserve specific commands to be competitive for advancement to E7-E9.
8. Billet Definition: Displayed sustained superior performance while serving in core PS TAR assignments with My Navy Career Center (MNCC), Navy Pay and Personnel Support Command (NPPSC), Transaction Service Centers (TSC), Travel Processing Center (TPC), and Regional Support Centers (RSC), these assignments are high-tempo and foundational for the PS rating. Additionally, Sailors will have the opportunity to serve in assignments with Reserve Services Branch (RSB) at TSC Norfolk. Back-to-back shore assignment to a TSC/TPC/RSC should not be considered negative for Sailors displaying superior performance in these challenging assignments.
9. Billet Definition: Displayed sustained superior performance while assigned to OPNAV, CNRFC, TYCOM staff, CNPC-PERS-9, and CSS Sailors selected to serve on one of these staffs are considered to be at the top of operational expertise and are highly valued by the PS community. Sailors serving as Climate Specialist (CCS) are carefully screened and selected for these high priority assignments.
10. Billet Definition: Displayed sustained superior performance while assigned to NRPDC, RTC, OTC and Naval Academy as a Recruit Division Commander, are carefully screened and selected for this high priority assignment.



PS CAREER PATH TRAINING AND ADMINISTRATION OF THE RESERVE (TAR)

Considerations for advancement from E6 to E7

NOTE: *Intermediate Leader Development Course (ILDC) and Advanced Leader Development Course (ALDC) will be a prerequisite for advancement to E-6 and E-7 respectively, starting in calendar year 2025.*

1. Sea Assignments (all)

The PS TAR community only has **17 percent** sea duty billets (E1-E8), so sea duty tours should not be considered mandatory for a candidate to be fully qualified for advancement.

- Documented leadership and mission impact serving in key leadership positions (LPO/Assistant LPO)
- Should be qualified OOD(I/P)
- DCTT team or other Training Team Member. Repair Locker Leader or other Damage Control organization involvement/leadership
- Enlisted Warfare Qualifications are expected when available
- Command collateral duties with documented impact

2. Shore Assignments (all)

- Documented leadership and mission impact serving in key leadership positions (LPO/Assistant LPO)
- Command collateral duties with documented impact
- Personnel assigned to a Fleet staff, TYCOM staff, BUPERS, NPC, CSS, NRPDC as course facilitators with 805A NEC, are carefully screened and selected to that assignment. Sailors selected to serve one of these staffs are considered to be at the top of operational expertise and are highly valued by the PS community

Institutional and Technical Expertise:

- YN/PS/NC Symposium coordinator and/or trainer
- Training leader at the command, with impact on unit mission, department results, and unit certifications
- Documentation of candidates and Sailors USMAP qualifications; Navy Cool Certifications; Lean Six Sigma Certifications
- Sailor 360 leadership, involvement and documented impact
- Documented Peer Group Organization leadership, involvement and documented impact (e.g. FCPOA, JEA, MWR, CSADD, etc)

Note 1: ESO, DTS coordinator, CPPA are not collateral duties and should be treated as normal duties.

Considerations for advancement from E7 to E8

NOTE: *Chief Petty Officer Leader Development Course (CPOLDC) will be a prerequisite for advancement to E-8 commencing with the Fiscal Year 2026 Selection Board.*

1. Sea Assignments (all)

The PS TAR community only has 12 percent sea duty billets (E1-E9), so sea duty tours should not be considered mandatory for a candidate to be fully qualified for advancement.

- Should be qualified OOD(I/P), Section leader, and other outside the normal scope (i.e.: ATTWO, OOD, CICWO, Deck Safety Officer (U/W))
- DCTT/ATTT team or other Training Team Member
- Should have served as LCPO or PERS Supervisor/ Manger
- Command collateral duties with documented impact
- Command Navy Leader Development Facilitator Certification Course (C-NLDF) qualified facilitators with demonstrated performance facilitating Foundational Leader Development Course (FLDC), ILDC, and ALDC.



PS CAREER PATH TRAINING AND ADMINISTRATION OF THE RESERVE (TAR)

2. Shore Assignments (all)

- Personnel assigned as and filling the role of Command Senior Enlisted Leaders at NRCs.
- Command collateral duties with documented impact
- Command Navy Leader Development Facilitator Certification Course (C-NLDF) qualified facilitators with demonstrated performance facilitating FLDC, ILDC, and ALDC.

Institutional and Technical Expertise:

- Senior Enlisted Academy (SEA) service equivalent graduate
- Reserve Senior Enlisted Management (RSEM) and/or CPOLDC graduate
- YN/PS/NC Symposium coordinator and/or trainer
- Training leader at the command, with impact on unit mission, department results, and unit certifications
- Documentation of candidates and Sailors USMAP qualifications; Navy Cool Certifications; Lean Six Sigma Certifications
- Sailor 360 involvement, leadership and documented impact (leading a committee should be favorably considered as indication of leadership abilities)
- Documented Peer Group Organization (e.g. CPOA, MWR, etc.) leadership, mentorship of junior organizations, involvement and documented impact (leading a committee or organization mentor should be favorably considered as indication of leadership abilities)
- Demonstrate involvement in CPO Initiation (leading a committee should be favorably considered as indication of leadership abilities)

Note 1: AMM, ESO, DTS coordinator, CPPA are not collateral duties and should be treated as normal duties.

Considerations for advancement from E8 to E9

1. Sea Assignments (all)

The PS TAR community only has 12 percent sea duty billets (E1-E9), so sea duty tours should not be considered mandatory for a candidate to be fully qualified for advancement.

- Should be qualified OOD(I/P), Section leader, and other outside the normal scope (i.e.: ATTWO, OOD, CICWO, Deck Safety Officer (U/W)
- DCTT/ATTT team or other Training Team Member
- Should have served as Department LCPO or Program Manager
- Command collateral duties with documented impact
- Chief Petty Officer Command Navy Leader Development Facilitator Certification Course (CPO C-NLDF) qualified facilitators with demonstrated performance facilitating the CPOLDC. CPO C-NLDF facilitators have also completed C-NLDF and are able to facilitate FLDC, ILDC, and ALDC.

2. Shore Assignments (all)

- Command collateral duties with documented impact
- Chief Petty Officer Command Navy Leader Development Facilitator Certification Course (CPO C-NLDF) qualified facilitators with demonstrated performance facilitating the CPOLDC. Pre-requisite to attend CPO C-NLDF is to have completed C-NLDF.

Institutional and Technical Expertise:

- YN/PS/NC Symposium coordinator and/or trainer
- Training leader at the command, with impact on unit mission, department results, and unit certifications
- Documentation of candidates and Sailors USMAP qualifications; Navy Cool Certifications; Lean Six Sigma Certifications
- Sailor 360 involvement, leadership and documented impact (leading a committee should be favorably considered as indication of leadership abilities)
- Documented Peer Group Organization (e.g. CPOA, MWR, etc.) leadership, mentorship of junior organizations, involvement and documented impact (leading a committee or organization mentor should be favorably considered as indication of leadership abilities)
- Demonstrate active participation in CPO Initiation (leading a committee should be favorably considered as indication of leadership abilities)