

FY 23 Employee Enhancement Program (EEP) Self-Nomination Instructions Data Call: 23 JAN – 24 MAR

Please follow the instructions to complete the digital EEP self-nomination.

- **Forms can be found at: [https://wwwmil.tinker.af.mil/ets/ops EEP data call FY24.asp](https://wwwmil.tinker.af.mil/ets/ops_EEP_data_call_FY24.asp) and <https://wwwmil.tinker.af.mil/> under “Resources”.**
- **All documentation MUST be submitted through 72 FSS/FSDB Org Box ONLY (72FSS.FSDET@us.af.mil) to be accepted. Do not submit the forms to the program manager.**

Step 1: Complete the Applicant Resume and Statement Form based on guidelines and specifications listed on the template form. Be sure to save and digitally sign each form. Make sure the supervisor’s name, email and phone are correct. If the information is incorrect, the application can be denied. Please do not include nicknames for supervisors. Names as they appear in the global directory are required.

Please be sure that the resume is submitted to the qualifications listed in order to qualify. Be sure to complete the four areas listed in the Employee Statement at the bottom of the resume, **no less than 50 words and no more than 150 words for each of the **four** areas.*

*****Make sure you complete all THREE parts of this form.*****

Step 2: The Applicant Resume and Statement Form **must** be submitted by the **applicant only**. Please note: **only digital applications will be accepted**. Handwritten applications will **not** be accepted.

Submit the form to the following: 72 FSS/FSDEB Org Box (72FSS.FSDET@us.af.mil)

The subject line of your email must read: Last Name, First Name, EEP FY24 Application

Step 4: The Supervisor Endorsement and the Employee Enhancement Program (EEP) Participant and Supervisor Partnership Agreement must be submitted by the supervisor only to the 72 FSS/FSDEB Org Box (72FSS.FSDET@us.af.mil)

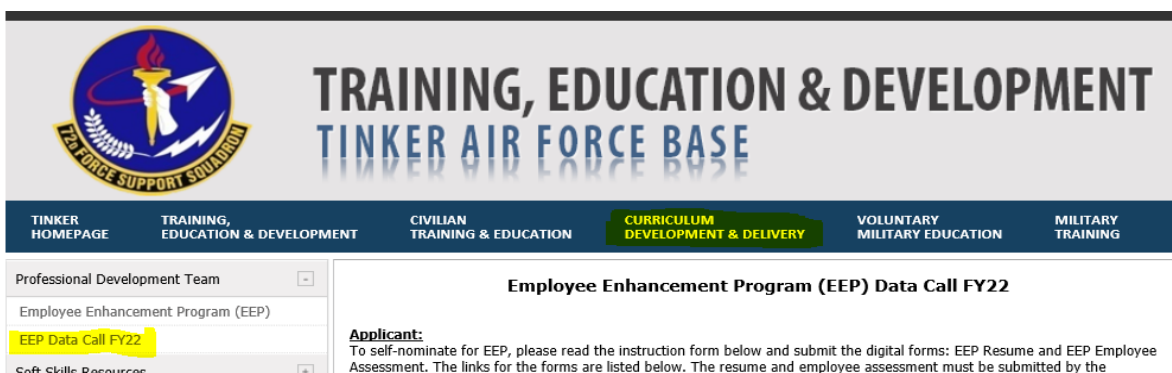
Forms will not be accepted prior to 23 Jan 23

What to expect next:

Once data call is complete, the applicant will be notified as to whether or not they will be able to move to the next phase of the selection process. At that time, they may be notified to attend a Competency Based Interview (CBI) Course. If the applicant is not eligible to move to the next phase, they will be notified of the decision and any other information needed. Please note: **the supervisor endorsement and partnership agreement is mandatory to move ahead in the selection process.** If the supervisor endorsement and partnership agreement are not received with the two signature requirements, the applicant is automatically disqualified. **It is the applicant’s job to ensure the endorsement and partnership agreement is submitted on time.**

All forms can be found on the Tinker AFB Training, Education and Development website:

[https://wwwmil.tinker.af.mil/ets/ops EEP data call FY24.asp](https://wwwmil.tinker.af.mil/ets/ops_EEP_data_call_FY24.asp) and https://wwwmil.tinker.af.mil under "Resources"



**TRAINING, EDUCATION & DEVELOPMENT
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Professional Development Team
Employee Enhancement Program (EEP)
EEP Data Call FY22
Soft Skills Resources

Employee Enhancement Program (EEP) Data Call FY22

Applicant:
To self-nominate for EEP, please read the instruction form below and submit the digital forms: EEP Resume and EEP Employee Assessment. The links for the forms are listed below. The resume and employee assessment must be submitted by the