

Fort Knox CPAC...



HR Tip of the Week

Applicant Inquiry/ANSWER Database:

ANSWER is the Army Notification System Web Enabled Response System and is designed to allow you to obtain information on the status of your resume, job vacancies for which you have submitted your resume, and your referral status. You may also view your resume and supplemental data.

Q: When is ANSWER updated?

A: ANSWER pulls directly from the RESUMIX database and displays the information as soon as it is updated in RESUMIX.

Q: How will I know if there is a problem with my resume or self-nomination?

A: If you have submitted your resume or self-nomination to the Central RESUMIX database you should check ANSWER for the status. You will see if your resume and/or self-nomination has been accepted or the reason it was not accepted.

Q: How will I know if my resume or self-nomination was processed?

A: To determine if your resume has been processed, or to view the resume you currently have on file in the RESUMIX database, you may access ANSWER.

Q: How do I submit questions about my status statements in ANSWER?

A: Click on 'SEND EMAIL' to submit an applicant inquiry regarding your consideration to the RESUMIX ANSWER Team. Your inquiry should include the announcement number, title, series and grade. Be clear, concise, and to the point. Simply stating you had the experience that was asked for is not sufficient, state where the experience you speak of is described in your resume. Remember, if your resume doesn't state it, it isn't being identified and will not be considered.

Q: How long does it normally take to get an ANSWER response once I submit a question?

A: The normal response time to receive an answer from the Applicant Inquiry Database is 72 hours. Applicant inquiries have almost quadrupled over the last year due to the increase in vacancy announcements and the number of applicants applying for positions. This increase has resulted in a backlog at times requiring additional time for a response so please be patient. A new feature has recently been added in ANSWER that reflects the number of applications received for each vacancy. It is currently a highly competitive environment for most positions on Fort Knox.

Look for our next HR Tip regarding RESUMIX Candidate Evaluation Process Myths and Facts