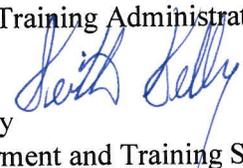


|   |                                 |
|---|---------------------------------|
| <b>TRAINING AND EMPLOYMENT<br/>NOTICE</b> | <b>NO.</b><br>19-14             |
|   | <b>DATE</b><br>February 2, 2015 |

**TO:** STATE WORKFORCE AGENCIES  
STATE WORKFORCE ADMINISTRATORS  
STATE WORKFORCE LIAISONS  
STATE AND LOCAL WORKFORCE BOARD CHAIRS AND DIRECTORS  
STATE LABOR COMMISSIONERS  
AMERICAN JOB CENTERS  
EMPLOYMENT AND TRAINING ADMINISTRATION GRANTEES

**FROM:** PORTIA WU   
Assistant Secretary  
Employment and Training Administration

KEITH KELLY   
Assistant Secretary  
Veterans' Employment and Training Service

**SUBJECT:** Single Federal Portal for Connecting Veterans to Meaningful Career Opportunities

- Purpose.** To inform the public workforce system and partners of the functionality and value of the government-wide Veterans Employment Center (VEC) available now through the eBenefits portal hosted by the Department of Veterans Affairs (VA) at: <https://www.ebenefits.va.gov/ebenefits/jobs>.
- Background.** In 2011, First Lady Michelle Obama and Dr. Jill Biden started the Joining Forces initiative to spur efforts to better serve military service members, veterans, and their families with real concrete action. As a result, departments and agencies across the Federal government have been working together to improve and integrate both online and in-person services to assist veterans and their spouses with their employment and career goals. Due to the increasing numbers of separating military service members in recent years and anticipated drawdowns over the next several years, a major goal of this initiative is to facilitate the transfer of skills gained through military education, training and work experience toward a career pathway and employment in the civilian labor market.
- eBenefits Portal.** eBenefits is a joint VA and Department of Defense (DoD) web portal that provides resources and self-service capabilities to veterans, transitioning service members, and their families to research, access and manage their VA and military benefits and personal information. It integrates and links to additional resources on military and veterans' benefits and employment assistance. The eBenefits portal is an essential way for veterans, service members, and their families to access and obtain information and services online.

- 4. Veterans Employment Center.** Within the eBenefits portal, the VEC is the Federal government's single comprehensive online tool to provide transitioning service members, Reserve Component service members, veterans and their families with the tools to translate military skills into plain language and build a profile that can be shared – in real time – with employers. Job seekers can also search for private sector jobs and jobs in Federal, state and local governments that come from the National Labor Exchange (NLX), which displays job openings directly from employer postings and from state job banks as well. The VEC provides service members, veterans and their families who are seeking to leverage their skills and talents in civilian job employment with a single online tool for connecting themselves to meaningful career opportunities in the public and private sectors.

The VEC is incorporating features and information from Department of Labor sponsored online tools, including My Next Move for Veterans, and mySkills myFuture, to provide information on civilian careers related to military occupations, and the training and credentials that can help them qualify for employment. Through web services, these resources support the Skills Translator function within the VEC.

The VEC provides employers with access to a targeted pool of resumes from veterans and transitioning service members, allowing them to search resumes to identify veterans with skill sets applicable to civilian employment at their organization, and to track progress toward their veteran hiring goals. Resumes are visible to all employers with an active LinkedIn or Google profile. To prevent spam, an applicant's name and email address are redacted and only visible to employers verified by the VA as registered companies with the Internal Revenue Service. Employers can search veterans' profiles by keyword and/or geographic location to find the right fit for their business.

On the VEC, employers can also launch a public relations campaign to hire veterans by making a public hiring commitment on the site. They also have the option to state the number of veterans they intend to hire and update their status in achieving their goal.

The VEC also integrates or links to a broad set of other informational resources designed to help employers recruit and retain talented transitioning service members, veterans and their families, such as the new [DoD SkillBridge](#) pilot program to promote civilian training and employment opportunities for transitioning service members.

- 5. Action Requested.** Please share this information with all career counselors, front-line staff and partners. Staff of American Job Centers providing priority service to veterans should become familiar with the VEC to understand the services and functionality it offers and should refer veterans to the site for self-service as well. Local Veterans' Employment Representatives should also use and promote the site when working with businesses seeking to recruit veterans.
- 6. Inquiries.** All inquiries should be directed to the appropriate ETA or VETS regional office.
- 7. Attachments.**
  - eBenefits Fact Sheet
  - VEC for Job Seekers Fact Sheet



### What is eBenefits?

eBenefits is a joint VA/DoD web portal that provides resources and self-service capabilities to Veterans, Service members, and their families to research, access and manage their VA and military benefits and personal information. eBenefits uses secure credentials to allow access to personal information and gives users the ability to perform numerous self-service functions. It also provides a list of links to other sites that provide information about military and Veteran benefits. It is an essential way for Veterans, Service members, and their families to receive access to and service from VA and DoD.

### What can I do in eBenefits?

Some of the features within eBenefits allow Veterans and Service members to access official military personnel documents, view the status of their disability compensation claim, transfer entitlement of Post-9/11 GI Bill to eligible dependents (Service members only), and register for and update direct deposit information for certain benefits. For a full list of features, see the reverse side of this fact sheet. New features are being added regularly.

### How do I access eBenefits?

eBenefits is located at [www.ebenefits.va.gov](http://www.ebenefits.va.gov). Before Veterans can access and use eBenefits they must be listed in the Defense Enrollment Eligibility Reporting System (DEERS) and obtain a DS Logon. Service members can access eBenefits with a DS Logon or Common Access Card (CAC). They can choose from two levels of registration, DS Logon Level 1 (Basic) and DS Logon Level 2 (Premium). Note: If Veterans attempt to register and are informed they have no DEERS record, VA will first need to verify their military service and add them to DEERS. All VA Regional Offices have staff familiar with procedures for adding a Veteran to DEERS.

### What is a DS Logon?

A DS Logon is a secure identity (username and password) that is used by various DoD and VA websites, including eBenefits. If you are already registered in DEERS, you are eligible for a DS Logon. Once you have a DS Logon, it's valid for the rest of your life.

### How do I register for an eBenefits account?

You can register for an eBenefits account online using the eBenefits DS Logon Account Registration Wizard. There are two types of registration, Basic and Premium. You will be walked through a series of questions to assist you in obtaining a Premium eBenefits Account, which gives you the highest level of access to eBenefits features. With a Premium Account you can view personal data about yourself in VA and DoD systems, apply for benefits online, check the status of your claims, update your address records, and more. To get a Premium eBenefits Account, you must verify your identity.

Many people will be able to verify their identity online by answering a few security questions. Service members may verify their identity online by using their CAC. Military retirees may verify their identity online using their Defense Finance and Accounting Service (DFAS) Logon. For those unable to verify their identity online, you will instantly receive a Basic Account. A Basic eBenefits Account lets you customize the site and access information you enter into eBenefits yourself; however, you cannot see your personal information in VA or DoD systems. However, there are other options available to you. Veterans in receipt of VA benefits via direct deposit may have their identity verified by calling 1-800-827-1000 and selecting option 7. Others may need to visit a VA Regional Office or TriCare Service Center to have their identities verified in person.



## eBenefits Features

### If you are a Veteran:

- Apply for Veterans benefits online
- Check on your compensation or pension claims status
- Upload documents to support your compensation or pension claim
- Check Post-9/11 GI Bill enrollment status
- Use the VetSuccess employment search
- View DoD TRICARE health insurance
- Sign up for Veterans' Group Life Insurance (VGLI) (Time limits apply)
- Search for and select an accredited representative or organization
- Order prescription medications
- Message your physician securely
- Access your medical information via Blue Button
- Utilize the military skills translator and résumé builder
- Order medical equipment such as hearing aid batteries and prosthetic socks
- Check on your appeal status
- Generate a VA home loan certificate of eligibility
- Obtain official military personnel documents such as DD Form 214
- Register for and update direct deposit information for certain benefits

### If you are a Service member:

- Use the eLearning Center for the online transition assistance program and more
- Transfer Post-9/11 education benefits
- View DoD TRICARE health insurance
- View DoD TRICARE reserve select
- Sign up for Service member out-of-pocket medical expenses (CCD)
- View Service members' Group Life Insurance (SGLI) elections
- Apply for Veterans benefits online
- Conduct a health benefits eligibility check
- Update Service member civilian employment information
- View Service member personnel information
- Generate a VA home loan certificate of eligibility

### If you are a Family Member of a Veteran or Service member:

- Check on your compensation and pension claims status
- Use the eLearning Center to get important health information
- View Post-9/11 GI Bill enrollment status
- Check your VA payment history

For More Information visit [www.ebenefits.va.gov](http://www.ebenefits.va.gov)





## Veterans Employment Center – For Job Seekers

The Veterans Employment Center (VEC) is the federal government's single online tool for connecting transitioning Servicemembers, Veterans and their families to meaningful career opportunities in the public and private sectors. The VEC is a government-wide product that brings together a reputable cadre of employers with real job opportunities, and provides transitioning Servicemembers, Reserve Component Servicemembers, Veterans and their families with the tools to translate military skills into plain language and build a profile that can be shared – in real time – with employers who have made a public commitment to hire Veterans. The VEC was created in collaboration with the Departments of Veterans Affairs, Labor, Defense and Education, the Small Business Administration, and the Office of Personnel Management.

The VEC can be found at [www.ebenefits.va.gov/jobs](http://www.ebenefits.va.gov/jobs). For a tutorial video on how to use the VEC, please visit [www.youtube.com/watch?v=VWfhl-eSoWk](http://www.youtube.com/watch?v=VWfhl-eSoWk).

### **As a job seeker, you have access to the following resources:**

- **Skills Translator:** Translate your military occupational codes into civilian skill equivalents for a powerful public profile and résumé; and learn about related civilian career paths.
- **Profile & Résumé Builder:** Seamlessly import results from the skills translator into an online profile that you can save for future use, publish for employers to search, or download to help you develop a résumé in any format. Publishing your profile on the VEC instantly connects you to thousands of employers looking to hire Veterans, transitioning Servicemembers, Reserve Component Servicemembers and family members.
- **Veterans Job Bank (VJB):** The VJB allows you to search over 1.5 million jobs—including federal, state, local government and private sector jobs. In fact, some employers are specifically recruiting transitioning Servicemembers, Reserve Component Servicemembers and veterans through the VJB.
- **Employer Commitments:** View a list of hundreds of employers and organizations that have made a commitment to hire or train individuals like you, and then link directly to their site to get more information, start the conversation and apply for jobs.
- **Other Resources:** The VEC contains or links to a broad set of other informational resources designed to help you find meaningful career opportunities and take advantage of special government and partner programs, such as the new Department of Defense SkillBridge pilot program to promote civilian job training for transitioning Servicemembers.

If you have any questions or need technical assistance with the site, please contact the Department of Veterans Affairs VEC support team at: [oeoecsupport.vbavaco@va.gov](mailto:oeoecsupport.vbavaco@va.gov)

