

NOTIFICATION OF PERSONNEL ACTION

1. Name (Last, First, Middle) HOOVER, SONJA R				2. Social Security Number (b) (6)		3. Date of Birth (b) (6)		4. Effective Date 02/16/2021							
FIRST ACTION					SECOND ACTION										
5-A. Code 170		5-B. Nature of Action EXC APPT			6-A. Code		6-B. Nature of Action								
5-C. Code Y7M		5-D. Legal Authority SCH C 213 3315			6-C. Code		6-D. Legal Authority								
5-E. Code		5-F. Legal Authority			6-E. Code		6-F. Legal Authority								
7. FROM: Position Title and Number					15. TO: Position Title and Number EXECUTIVE ASSISTANT TO THE SECRETARY 66433164 C21293										
8. Pay Plan		9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary	13. Pay Basis	16. Pay Plan	17. Occ. Code	18. Grade or Level	19. Step or Rate	20. Total Salary/Award	21. Pay Basis			
							GS	0301	15	10	172,500.00	PA			
12A. Basic Pay		12B. Locality Adj.	12C. Adj. Basic Pay	12D. Other Pay	20A. Basic Pay		20B. Locality Adj.	20C. Adj. Basic Pay	20D. Other Pay						
.00				.00	143,598.00		28,902.00	172,500.00	.00						
14. Name and Location of Position's Organization					22. Name and Location of Position's Organization OFFICE OF THE SECRETARY										
					DL SO0000000000000000 PP 04 2021										
EMPLOYEE DATA															
23. Veterans Preference					24. Tenure			25. Agency Use		26. Veterans Preference for RIF					
I	1 - None	2 - 5-Point	3 - 10-Point/Disability	4 - 10-Point/Compensable	5 - 10-Point/Other	6 - 10-Point/Compensable/30%	3	0 - None	1 - Permanent	2 - Conditional	3 - Indefinite		YES	X	NO
27. FEGLI (b) (6)					28. Annuitant Indicator 9 NOT APPLICABLE			29. Pay Rate Determinant 0 NOT APPLICABLE							
30. Retirement Plan K FERS AND FICA					31. Service Comp. Date (Leave) 06/11/2004		32. Work Schedule F FULL TIME		33. Part-Time Hours Per Biweekly Pay Period						
POSITION DATA															
34. Position Occupied				35. FLSA Category		36. Appropriation Code			37. Bargaining Unit Status						
2	1 - Competitive Service	2 - Excepted Service	3 - SES General	4 - SES Career Reserved	E	E - Exempt	N - Nonexempt				8888				
38. Duty Station Code 11-0010-001				39. Duty Station (City - County - State or Overseas Location) WASHINGTON DIST OF COLUMBIA DC											
40. Agency Data		41.		42.		43.		44.							
45. Remarks REGULAR TOUR OF DUTY ESTABLISHED; ELIGIBLE FOR ANNUAL AND SICK LEAVE ACCRUAL. SERVES AT THE PLEASURE OF THE SECRETARY. THIS POSITION IS OUTSIDE THE BARGAINING UNIT. APPOINTMENT AFFIDAVIT EXECUTED 02/16/2021. FROZEN SERVICE: 00 YRS. 00 MOS. CREDITABLE MILITARY SERVICE: 00 YRS. 00 MOS. PREVIOUS RETIREMENT COVERAGE: PREVIOUSLY COVERED. EMPLOYEE IS AUTOMATICALLY COVERED UNDER PERS, PERS-RAE OR PERS-FRAE.															
46. Employing Department or Agency DEPARTMENT OF LABOR						50. Signature/Authentication and Title of Approving Official ELECTRONICALLY SIGNED BY: DEMEATRIC GAMBLE PERSONNEL OFFICER									
47. Agency Code DLAA		48. Personnel Office ID 1193		49. Approval Date 02/16/2021											