

How to apply for DoD positions

Current PHS officers:

1. Please e-mail a cover letter and Curriculum Vitae (CV) to DoDBHTBI@hhs.gov. The cover letter should state the DoD location(s) you would like to work (in rank order if interested in more than one location) and your date of availability (using month and year format). The CV should include your phone number and e-mail.
2. Professional records (eOPF and PIR) will be reviewed for all PHS officers prior to the dissemination of your information to DoD for a position
3. OCCO/DCCR will send your information to the appropriate DoD service for consideration. The DoD will contact you directly for an interview.
4. If you are matched to a DoD assignment, your current agency representative will be contacted for final approval and a release date. Transfer orders will be completed after approval is obtained.

Applicants to the PHS:

In one mailing envelope, please provide the following:

1. PHS-50 (Application for Appointment as a Commissioned Officer in the USPHS Commissioned Corps) available at <http://www.usphs.gov/applynow/>
2. Four letters of recommendation using the form PHS-1813 (Reference Request for Applicants to the USPHS Commissioned Corps) available at <http://www.usphs.gov/applynow/>
3. Official transcripts from all colleges/universities attended (must remain in sealed envelope from school)
4. Copy of professional license
5. Updated Curriculum Vitae (CV)
6. Cover letter stating the DoD location(s) you would like to work (in rank order if interested in more than one location) and your date of availability (using month and year format)
7. If you are a prior/current DoD officer, a copy of your last 3 officer evaluation reports
8. The PHS will send your information to the appropriate DoD service and location for consideration. The DoD will contact you directly for an interview.

Mail the required items to:

Office of Commissioned Corps Operations
Division of Commissioned Corps Recruitment
LCDR Christopher Dunbar
Tower Building, Plaza Level, Suite 100
1101 Wootton Parkway
Rockville, MD 20852

A list of open DoD locations is listed below. All PHS officers detailed to DoD assignments are expected to serve 3 years before a permanent change of station (PCS) will be approved. If you would like to extend at the DoD assignment after the 3 year period, a request may be made for an extension.