**-- DRAFT --**

**Examples of Crediting Work Experience**

1. **DIRECT EXPERIENCE**:  Years and months of work experience in your current position, and in previous positions performing job duties and responsibilities similar to the job duties and responsibilities reflected in your current position description. Similarity is determined by 1) comparing job duties and responsibilities in your previous positions with your current position description and 2) considering other common factors typically used to define a job such as position titles and occupational codes.

**Examples of “Direct” experience:** The following are illustrative examples of the type of experience that may be determined to be “directly” related. The examples do not suggest that other similar types of experience would not be credited as “directly” related.

* Work consisting of experience in lower pay band level positions (e.g., CN-51, CN-52, CN-53, GS-11, GS-12, GS-13) that have the same or similar position titles, occupational code, and duties for a CN-201-60 HR Specialist, CN-343-60 Management and Program Analyst, or CN-2210-60 IT Specialist.
	+ *Add more specifics for IT specialist experience and Mgmt. and Program Analyst experience*
* Work consisting of experience in lower pay band level positions that are part of a career ladder (e.g., 30, 40, 51, 52, 53 for a CN-60 Examiner or 51, 52, 53, 60 for a CN-71 Attorney)
* Past positions with the same occupational code or title are automatically credited as direct experience; however, past positions are not required to have the same occupational code or title in order to get credit as direct experience.
* **Attorneys:** Post-JD experience for any position that either requires the employee to hold a JD or is a job whose responsibilities or functions include those typically performed by attorneys, including, but not limited to:
	+ Legal research and analysis; interpreting and analyzing the implication of court rulings and regulatory changes; drafting of rules or regulations; providing legal opinions, advice, and counsel; assessing compliance with the law; drafting of legal memoranda and similar documents; legal advocacy, review and drafting of contracts; review and drafting of other legal agreements; experience in all stages of investigations and litigation such as: witness preparation (fact, corporate, expert), taking of depositions and sworn testimony, information gathering through subpoena and civil investigative demands, drafting of motions and other legal pleadings, expert discovery, experience with trials and other legal hearings, and assessing consumer harm, damages, and penalties.
	+ Relatedly, while Bureau attorneys have a broad set of responsibilities and functions, they deal with complex financial products, the assessment of legal and policy ramifications of Bureau actions, and the determination of consumer harm and penalties, and thus experience and additional graduate level education that are very closely related to understanding complex financial products, policy and regulation, and consumer harm and penalties should be credited as direct experience due to its high value and relevance to core Bureau attorney functions. This may include, but is not limited to, graduate degree or work experience in economics, public policy, statistics, finance, and accounting (including certification as a CPA).
	+ Post-JD work performed at the Bureau by Bureau attorneys, but not while they were in an attorney position, should be credited as direct so long as the experience included performing similar tasks to those performed by Bureau attorneys.
* Economists and Research Scientists: Post-PhD economist work consisting of experience in applied economic analysis using advanced financial, econometric and statistical methods for research or policy projects for a CN-52, 53, 60 or 71 Economist
	+ Similarly, post-PhD social science research or policy work using advanced methods in the appropriate field for a CN-52, 53, 60 or 71 Research Scientist.
	+ Experience as a government economist performing applied economic analysis using advanced financial, econometric and statistical methods for policy
	+ Experience as an economic consultant, performing analysis using advanced financial, econometric and statistical methods
	+ Experience as professor of economics, performing analysis using advanced financial, econometric and statistical methods for research projects
	+ Research scientists have degrees and conduct work in social science fields other than economics, but otherwise direct experience includes similar work in the appropriate field--for instance, direct experience for a psychologist research scientist should include Post-PhD work conducting applied analysis of consumer behavior for research or policy projects, such as disclosure testing, behavioural experiments and surveys, including as a government researcher, consultant, or academic.
* Research assistants and research Analysts: Direct experience is experience supporting research or policy development, including collecting and analyzing data, developing and maintaining databases, any computer programming using data (particularly with specialized statistical software such as Stata, R or SAS), or preparing economic, statistical or financial analyses, for a CN30-CN51 Research Assistant or a CN51-CN60 Research Analyst or Financial Analyst.
	+ Experience as a litigation support analyst, collecting and analyzing data, and developing and maintaining databases
	+ Experience as a financial analyst in preparing economic, statistical or financial analyses, and computer programming using data
* *Examiners: Direct experience is experience in assessing risk, applying knowledge of laws and regulations, or the financial industry landscape, such as for compliance positions or non-consumer law examiner experience, for all CN series examiner positions in the Division of Supervision, Enforcement, and Fair Lending.*
	+ *The above definition should cover all CN Series examiners and provides for prior experience at other Federal or state regulators or in the financial industry.*
	+ *Experience as a compliance officer at a bank, assessing risk and applying knowledge of laws, regulations and the financial industry landscape*
	+ *Experience as an examiner at a state or federal regulator, assessing risk and applying knowledge of laws and regulations*
* *Add lateral transfers examples*
* *Add other special occupational situations*
1. **INDIRECTLY RELATED EXPERIENCE**: Years and months of prior work experience that is not directly related to the duties of your current position, but is related to the industry or content area of your current position.

**Examples of “Indirectly” related experience:** The following are illustrative examples of the type of experience that may be determined as “indirectly related experience.” The examples do not suggest that other similar types of experience would not be credited as “indirectly” related.

* Experience as a paralegal (occupation code 950) or administrative assistant (occupation code 303) for a CN-201-51 HR Specialist (generalist), CN-343-51 Management and Program Analyst, or CN-301-51 Project Analyst
* Pre-PhD economist experience (e.g., data analysis and modeling, statistics, research, academia) for a CN-52 Economist
	+ *Add example for Research Assistant work*
* **Attorneys:**
	+ During law school experience (for example, but not limited to, legal internships and summer associate positions, judicial law clerkships);
	+ Other pre-JD legal, advocacy, or policy experience; or
	+ Paralegal experience.
* *Add example for non-attorney work (e.g., paralegal, legal analyst, policy analyst) that could be in an industry or content area related to the employee’s current Attorney position*
* *Add example for Examiner work (e.g., accounting, auditing, internal controls, banking compliance, regulatory or compliance analyst, investigator, paralegal, policy analyst) that could be in an industry or content area related to a current Examiner position*
	+ *Investigator (e.g. EEO Investigator, Wage and Hour Investigator, OSHA or Whistleblower Investigator, ERISA Investigator, IRS Revenue Agents/Tax Investigator, Criminal Investigator, etc.)*
	+ *Paralegal*
	+ *Policy Analyst*
	+ *Police Officer*
* *Add IT example (e.g., crediting IT user interface design work as creditable for IT Specialist (Cybersecurity) position)*
1. **OTHER EXPERIENCE:** All prior work experience that is not either directly related or indirectly related to your current position.

Below are illustrative examples of the type of experience that could be determined as “other” experience.

* Previous work as a lifeguard will most likely NOT be credited as either “directly” or “indirectly” related experience for a CN-110-60 Economist, CN-570-60 Examiner, CN-905-60 Attorney, or CN-2210-60 IT Specialist
* Previous work as a cashier or server or other retail position will most likely NOT be credited as either “directly” or “indirectly” related experience for a CN-110-60 Economist, CN-570-60 Examiner, CN-905-60 Attorney, or CN-2210-60 IT Specialist
* Previous work as a camp counselor or teacher will most likely NOT be credited as either “directly” or “indirectly” related experience for a CN-110-60 Economist, CN-570-60 Examiner, CN-905-60 Attorney, or CN-2210-60 IT Specialist
* Previous work as a bank teller will most likely NOT be credited as either “directly” or “indirectly” related experience for a CN-110-60 Economist, CN-570-60 Examiner, CN-905-60 Attorney, or CN-2210-60 IT Specialist