



How to apply for jobs



Section I: Creating ERA Account

Step 1:

Click on your country's seeker URL.

Step 2:

Option A: Click "Login" from the Currently Available Vacancies listing.

Option B:

1. Click on the hyperlinked Announcement Number that you're interested in applying for, located next to the Position Title.
2. Click "Apply to this Vacancy" or "Email to a Friend."

Currently Available Vacancies

Search for Open Vacancies [Show Filter](#)

Showing 2 Result(s).

| Agency | Position Type | Position Title | Announcement Number | Series/Grade | Locations | Close Date (MM/DD/YYYY) |
|----------|-------------------|---|---------------------|--------------|----------------------------|-------------------------|
| Colombia | Public Non-Status | Protocol Assistant (Protocol Assistant) | 274123 | 0120 - 5 | 1 in Bogota, CO, CO1500000 | 07/31/2017 |
| Colombia | Public Non-Status | Protocol Assistant (Protocol Assistant) | JULY182017 | 0120 - 5 | 1 in Bogota, CO, CO1500000 | 07/31/2017 |

Show results per page

Vacancy Details

[Overview](#) [Duties](#) [Qualifications & Evaluations](#) [Benefits & Other Info](#) [How to Apply](#)

Step 3:

Click "Create an Account" from the Sign In Page.

Sign In

[Forgot User ID or Password](#)

[Create an Account](#)



Step 4:

1. Fill out Personal and Contact Information including First Name, Last Name, US Citizen status, Address, City/Town, Country, State/Province/Territory, Zip/Postal/Pin Code, Telephone type, Telephone Number, and Email.
 - Use the "Previous" and "Next" buttons located at the bottom of each page to navigate.
 - Do NOT use the browser navigation buttons or refresh button, or you may lose important information.
 - All items marked with a red asterisk (*) are mandatory and require a response.
 - Note that each ERA account must have a unique email address. The system will not allow multiple applicant accounts to share an email address.

Personal Information

Prefix

--- Please Select ---

1

* First Name

Middle Name

* Last Name

Suffix

--- Please Select ---

* US Citizen

☐ Yes ☐ No

Contact Information

* Address 1

Address 2

Address 3

* City/Town

* Country

United States

* State/Province/Territory

--- Please Select ---

* Zip/Postal/Pin Code

Plus 4

* Telephone 1

-- Select --

* Telephone Number

Extension

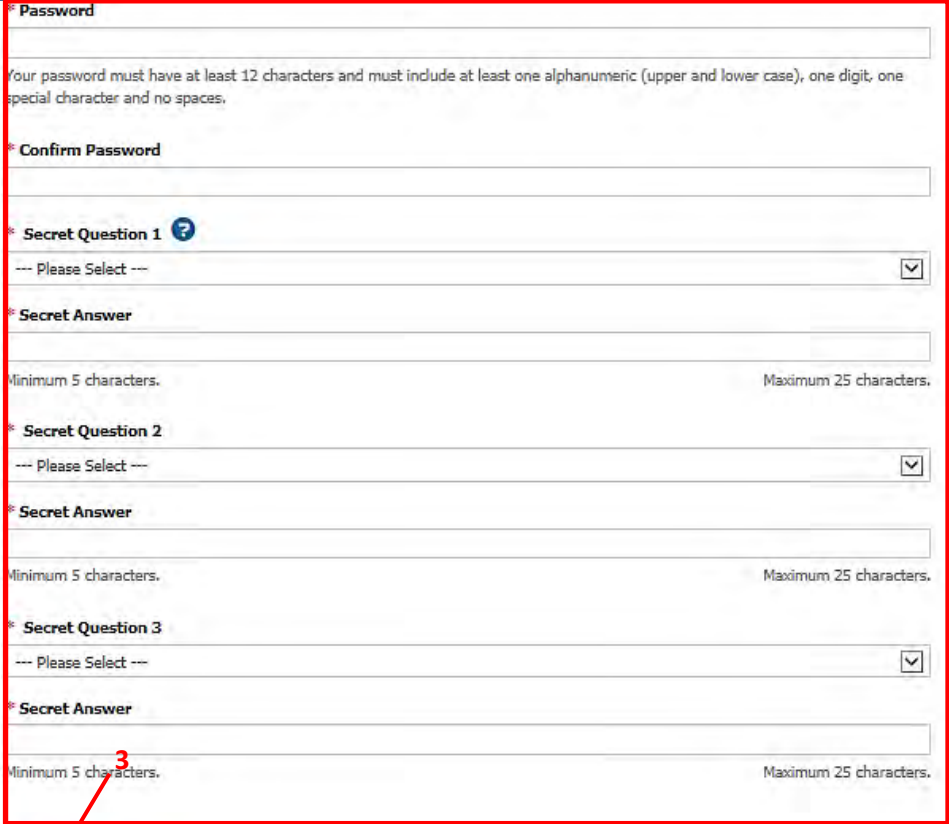
+ ADD ANOTHER TELEPHONE

* Email

Enter only ONE Internet E-Mail Address (example: john_doe@company.com)

2. Enter and confirm password then select and answer three security questions.
 - Your password must have at least 12 characters and must include at least one letter (upper and lower case), one digit, one special character and no spaces.
 - Each security question selection must be unique.
 - Each security question answer must be unique.
 - Question answers must not begin and/or end with spaces.
 - Question answers are case sensitive.
3. Click “Next.”

2



*** Password**

Your password must have at least 12 characters and must include at least one alphanumeric (upper and lower case), one digit, one special character and no spaces.

*** Confirm Password**

*** Secret Question 1** ?

--- Please Select ---

*** Secret Answer**

Minimum 5 characters. Maximum 25 characters.

*** Secret Question 2**

--- Please Select ---

*** Secret Answer**

Minimum 5 characters. Maximum 25 characters.

*** Secret Question 3**

--- Please Select ---

*** Secret Answer**

Minimum 5 characters. Maximum 25 characters.

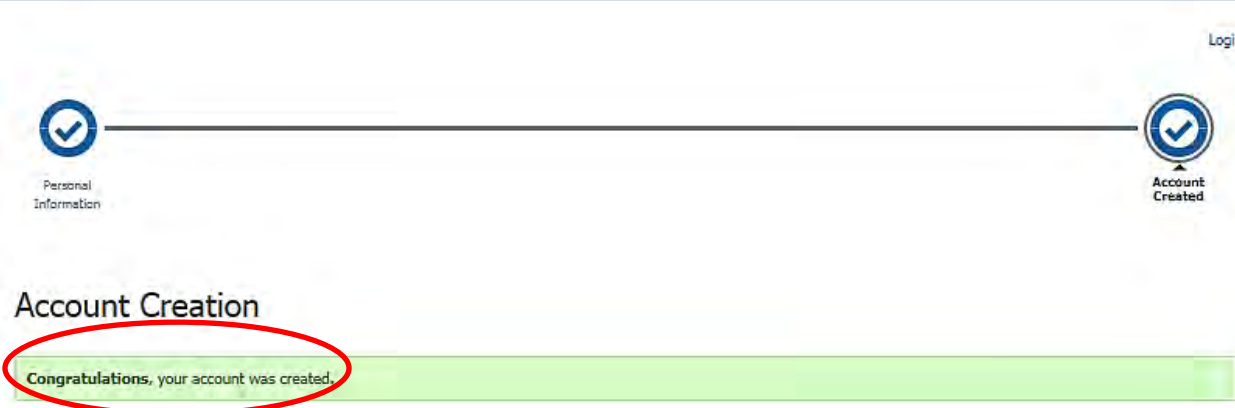
3

NEXT

Step 5:

Receive confirmation that your account was created.

- Upon account creation you also will receive an email stating that your seeker account was created.
- Ensure to safeguard account email, password, and security questions/answers as you will be responsible for remembering this information in order to login to your ERA account.



Personal Information

Account Created

Account Creation

Congratulations, your account was created.



C. Resetting Password

Step 1:

Click “Forgot User ID or Password.”

The screenshot shows a 'Sign In' page. At the top, it says 'Sign In'. Below that, a message states 'You have successfully logged out.' There are two input fields: 'User ID or Email' and 'Password'. A blue 'LOGIN' button is at the bottom left. A red arrow points to the link 'Forgot User ID or Password' located below the password field. Another link 'Create an Account' is at the bottom right.

Step 2:

1. Enter Email.
 - If you don't remember the email address that was used to create your ERA account, you may need to create a different account, using a unique email address.
2. Click “Next.”

The screenshot shows a screen with the instruction: 'In order to continue, please enter the User ID or Email address associated with your account.' Below this, it says 'Items marked with * are required.' There is a red asterisk followed by 'User ID or Email:' and a red rectangular input field. A red arrow labeled '1' points to the input field. At the bottom, there is a blue 'NEXT' button and a grey 'CANCEL' button. A red arrow labeled '2' points to the 'NEXT' button.

Step 3:

1. Respond to the Security Questions.
 - If you respond to one of your security questions incorrectly, you will receive an email stating that you entered an incorrect response.
 - If you don't remember case sensitive response to one of your security questions, you will not be able to login to this account and may need to create a different ERA account, using a unique email address.
2. Click “Next.”

The screenshot shows a screen with the instruction: 'Please enter the answers to your secret questions shown below.' Below this, it says 'Answers to all questions are required.' There are three red asterisks followed by security questions: '*Birthplace?', '*Mother's maiden name?', and '*Favorite sports team?'. Each question has a corresponding input field. A red arrow labeled '1' points to the first input field. At the bottom, there is a blue 'NEXT' button and a grey 'CANCEL' button. A red arrow labeled '2' points to the 'NEXT' button.



Step 4:

1. Enter and verify new password that meets the specified requirements.
2. Click "Submit."
 - After successfully changing your password, you will receive an email stating that your password has been updated. You will also return to the Sign In Page to enter your new password.

You must create a new password. After you have entered your new password, you will be returned to the login page.

Items marked with * are required.

***New Password:**

***Verify New Password:**

Your new password must be a minimum of 12 characters and must include at least one alphanumeric (upper and lower case), one digit, one special character and no spaces.

1

2

SUBMIT **CANCEL**



D. Updating ERA Account

Step 1:

Click “Your Name” from the Applications Dashboard.

Dashboard Logout

Welcome, JOHN DOE

Applications SEARCH FOR JOBS

| Announcement Number Position Title | Application Status | Comments | Vacancy Status | Actions |
|---|---|-----------------------|--|--------------------------------------|
| JULY182017 Protocol Assistant (Protocol Assistant) | Grade 5 Application Received You have answered all the required questions for this grade. | Grade 5 No Comment | Accepting Applications Vacancy closes in 6 days | Edit Application Update Documents |

Step 2:

1. Click “Edit” to update your Personal or Contact Information.
 - o Click “Save” when finished.
2. Click “View my Resume” to review/update the Resume.
 - o It is not necessary to enter resume information as part of the application process in most cases.
 - o Click “Save” when finished.
3. Click “Change My Password” in order to update your current password.
 - o Click “Save” when finished.
4. Click “Change my Security Questions” to update your current questions/answers.
 - o Click “Save” when finished.

Dashboard Logout

My Profile

Personal Information Edit

Name: JOHN DOE
User Id: 3
Address: 4921 Seminary Road
Bogota,
Colombia
Phone: 31926677773 (day phone)
Email: artyom.ivakh@monster.com

Account Information

View My Resume
 Change My Password
 Change My Secret Questions



Section II: Applying for Jobs

Step 1:

1. Sign in to your ERA account by providing email and password.
2. Click "Login."

The image shows a 'Sign In' form. A red box labeled '1' encompasses the 'User ID or Email' and 'Password' input fields. A red arrow labeled '2' points to the 'LOGIN' button. To the right of the button are links for 'Forgot User ID or Password' and 'Create an Account'.

Step 2:

Click "Search for Jobs" from the Applications Dashboard.

The image shows the 'Applications Dashboard'. At the top left is a 'Dashboard' link with a house icon. At the top right is a 'Logout' link. Below the header, it says 'Welcome, JOHN DOE' with a user icon. Under the 'Applications' section, there is a 'SEARCH FOR JOBS' button. A red arrow points to this button.



Step 3:

1. Enter search terms (e.g., job title) on the Currently Available Vacancies Page.
 - *Optionally*, to narrow down your search, click “Show Filter” and select any dropdown options (i.e., Series, Salary, Location, Grade, and Service). Then click “Apply”.
2. Press the magnifying glass symbol to start your search.

Dashboard Logout

Currently Available Vacancies

Search for Open Vacancies Q Show Filter ▼

Step 4:

Click on the hyperlinked Announcement Number that you’re interested in applying for located next to the Position Title.

Dashboard Logout

Currently Available Vacancies

Protocol Assistant Q Show Filter ▼

Showing 1 Result(s).

| Agency | Position Type | Position Title | Announcement Number | Series/Grade | Locations | Close Date (MM/DD/YYYY) |
|----------|-------------------|---|---------------------|--------------|----------------------------|-------------------------|
| Colombia | Public Non-Status | Protocol Assistant (Protocol Assistant) | 274123 | 0120 - 5 | 1 in Bogota, CO, CO1500000 | 07/31/2017 |

Show 25 results per page GO FIRST PREVIOUS NEXT LAST

Step 5:

Click “Apply to this Vacancy” after reviewing information on the Vacancy Details Page (e.g., Duties, Qualifications and Evaluations).

- *Optionally*, click “View Eligibility Questions” and “View Vacancy Questions” to see what questions will be asked during the application.

Dashboard Logout

[Return to Job Search](#)

Vacancy Details

APPLY TO THIS VACANCY VIEW ELIGIBILITY QUESTIONS VIEW VACANCY QUESTIONS EMAIL TO A FRIEND

PRINT VACANCY

[Overview](#) [Duties](#) [Qualifications & Evaluations](#) [Benefits & Other Info](#) [How to Apply](#)



Step 6:

1. Respond to the Eligibility Questions (or review your previous responses if you have already applied for a job using ERA).
2. Click "Next."
 - Your responses to Eligibility questions will be saved by the system and will be retrieved once you apply for other vacancies using ERA.
 - Note that the system will not allow you to save incomplete response to the Eligibility Questions.
 - All items marked with a red asterisk (*) are mandatory and require a response. These include items 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, and 35.
 - Items 2, 5, 6, 7, 8, 13, and 35 have various follow-up questions if responded "Yes."
 - If you are required to provide a typed response to a mandatory question that is not applicable to your situation, enter "Does not apply" or "Not applicable."
 - You must complete the entire set of the mandatory Eligibility Questions in order to press "Next" (only then your responses will be saved by the system).

Eligibility Questions

PERSONAL INFORMATION

1

Please list any other names used:

200 characters left (maximum 200)

NOTE: Relative is a husband, wife, domestic partner, member of household, father, father-in-law, stepfather, mother, mother-in-law, stepmother, son, son-in-law, stepson, daughter, daughter-in-law, stepdaughter, brother, brother-in-law, half-brother, sister, sister-in-law, half-sister, uncle, aunt, first cousin, nephew, or niece.

2

Does your relative work in this Embassy or Consulate?

☐ Yes

☐ No

3

Are you able to legally work in this country?

☐ Yes

☐ No

NOTE: U.S. Government does not sponsor work visas unless specified on the Vacancy Announcement.

4

If this job includes driving a U.S. Government vehicle, do you have a current and valid driver's license?

☐ Yes

☐ No

Important: All the information you provide may be verified by a review of the work experience and/or education as shown on your application form, by checking references and through other means, such as the interview process. Any exaggeration of your experience, false statements, or attempts to conceal information may be grounds for not hiring you, or for firing you after you begin work.

NEXT



Step 7:

1. Provide/review information under Series, Grade, and Location sections.
 - Select “Yes” for the grade(s) that you’d like to apply in the Grade section. If not a single grade is selected, ERA will not allow you to proceed.
 - Check the box next to the location where you’d like to apply.
2. Click “Next.”

Series

This position is offered for a single series. **1**

* Please confirm you wish to be considered for these series (Check all that apply.)

☒ 0120-Secretary, Office Management, And Protocol Series

Grade

Select the grade level(s) for which you wish to be considered. You will only be considered for the grade level(s) you select.

* Do you wish to be considered for Grade 5?

☐ Yes ☐ No

Location

* Please indicate the locations for which you want to be considered. (Check all that apply.)

☐ Bogota, CO

Notifications

Are we allowed to send you email reminders about completing this vacancy before it closes?

☒ Yes, please send me email reminders about completing this vacancy.
☐ No, I do not wish to receive email reminders about completing this vacancy.

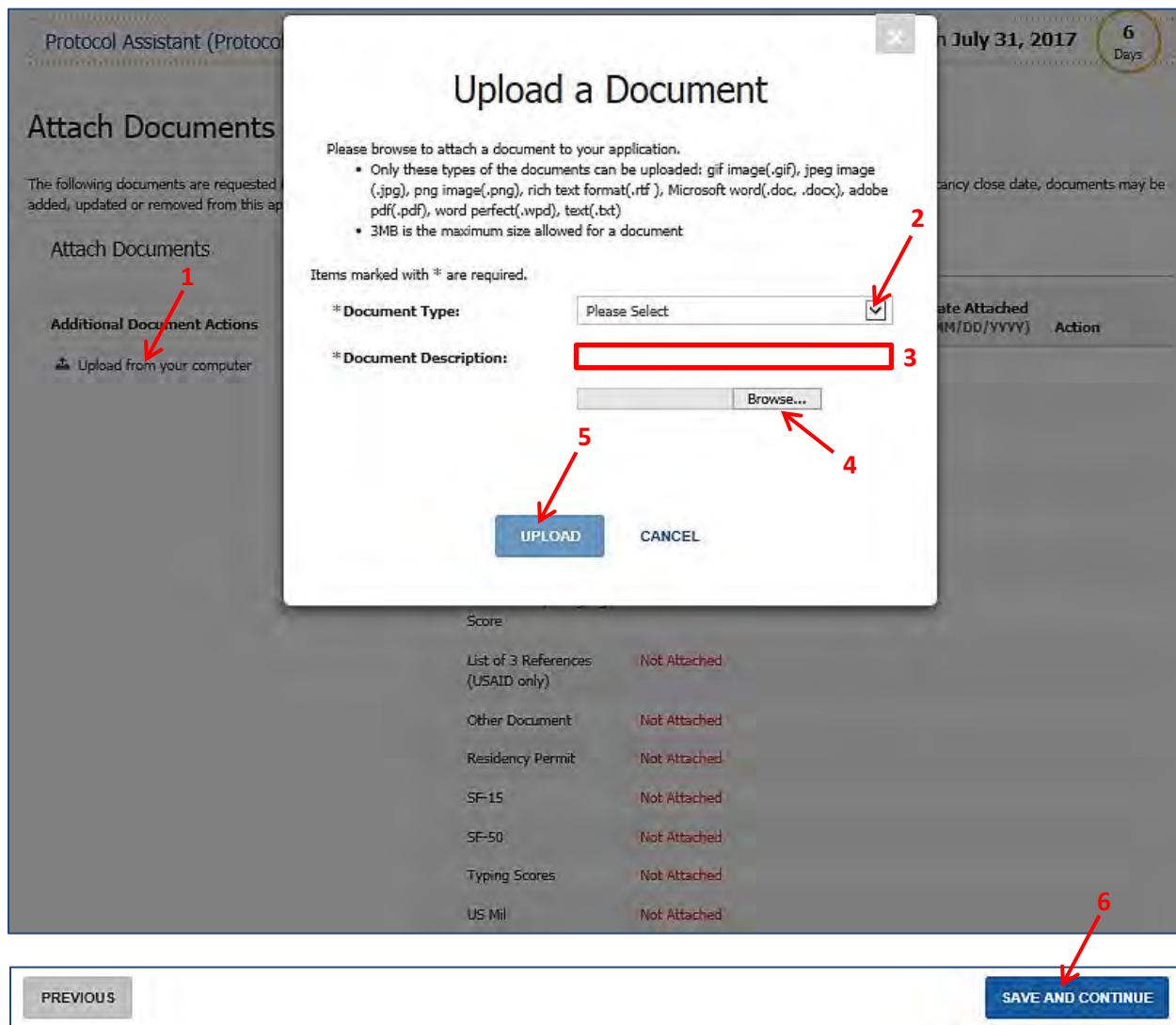
PREVIOUS

2
NEXT



Step 9:

1. Click "Upload from your computer" to attach documents to your application.
2. Select Document Type by using the dropdown.
3. Enter Document Description.
4. Click "Browse" and find the right file.
5. Click "Upload."
- Repeat 1 through 5 for every requested document, specified in the vacancy announcement.
 - Note that only one file may be uploaded per document type.
 - Uploading multiple documents to the same document type will result in previously uploaded versions to be replaced by the most recently uploaded file.
6. Click "Save and Continue."
- If one or more requested documents types do not have an attachment, you will receive a "Missing Document?" pop-up window.
 - Click "Continue" if there are no additional documents to upload or click "Cancel" if you'd like to upload additional documents.
 - After uploading a document you may use it to apply to other vacancies by clicking "Reuse a Document."



The screenshot shows the 'Attach Documents' section of the application form and a pop-up window titled 'Upload a Document'.

Attach Documents Section:

- Attach Documents:** The following documents are requested added, updated or removed from this application.
- Additional Document Actions:** Upload from your computer (indicated by red arrow 1).

Upload a Document Pop-up Window:

- Title:** Upload a Document
- Instructions:** Please browse to attach a document to your application.
 - Only these types of the documents can be uploaded: gif image(.gif), jpeg image(.jpg), png image(.png), rich text format(.rtf), Microsoft word(.doc, .docx), adobe pdf(.pdf), word perfect(.wpd), text(.txt)
 - 3MB is the maximum size allowed for a document
- Items marked with * are required.**
- * Document Type:** Please Select (indicated by red arrow 2).
- * Document Description:** (indicated by red arrow 3).
- Browse...** button (indicated by red arrow 4).
- UPLOAD** button (indicated by red arrow 5).
- CANCEL** button.

Background Form Table:

| Document Type | Status |
|-----------------------------------|--------------|
| List of 3 References (USAID only) | Not Attached |
| Other Document | Not Attached |
| Residency Permit | Not Attached |
| SF-15 | Not Attached |
| SF-50 | Not Attached |
| Typing Scores | Not Attached |
| US Mil | Not Attached |

Navigation Buttons:

- PREVIOUS** button.
- SAVE AND CONTINUE** button (indicated by red arrow 6).



Step 10:

1. Review/Edit information on the Application Review and Submit Page.
 - Scroll all the way down the page to review all of the information provided by you.
 - Click “Edit” and update any section as necessary (i.e., Personal Information, Series/Grade/Location, Eligibility Questions, Vacancy Questions, and/or Documents).
 - Click “Save” after updating Personal Information and Series/Grade/Location Sections and you will return to the Application Review and Submit Page.
 - Click “Save” after updating Eligibility Questions and you will return to the Vacancy Questions Section (Step 8). Then click “Next” at the bottom of each section until you return to the Application Review and Submit Page.
 - Click “Next” after updating the Vacancy Questions section and you will return to the Application Review and Submit Page.
2. Click “Submit Application.”

Application Review and Submit

Please review your information below and note that you have attached **0 document(s)** to your application. Your application status will remain incomplete until you click SUBMIT APPLICATION.

SUBMIT APPLICATION

Personal Information Series/Grade/Location Eligibility Questions Vacancy Questions Documents Resume

Personal Information

Name: JOHN DOE
Email: artyom.ivakh@monster.com
Vacancy Announcement: 274123
Position Title: Protocol Assistant (Protocol Assistant)

Back to top

Series/Grade/Location

Series: 0120
Grade: 5
Location(s): Bogota, CO

Back to top

Eligibility Questions

PERSONAL INFORMATION

1. Please list any other names used:
☐ Not Answered

NOTE: Relative is a husband, wife, domestic partner, member of household, father, father-in-law, stepfather, mother, mother-in-law, stepmother, son, son-in-law, stepson, daughter, daughter-in-law, stepdaughter, brother, brother-in-law, half-brother, sister, sister-in-law, half-sister, uncle, aunt, first cousin, nephew, or niece.

* 2. Does your relative work in this Embassy or Consulate?
☒ Yes



3. Receive confirmation that you have successfully submitted your application.
 - A confirmation window will appear automatically after clicking “Submit Application” in the previous step.
4. Click “View your Dashboard” to review your application status or “Return to Vacancy Listing” to continue applying for other vacancies.

Thank You! You have successfully submitted your application.

3

Note: You can modify your application at any time before the vacancy close date. Simply return to your dashboard, select the vacancy, and update your application.

What's Next?

- Download a copy of this application for your records.
- View the status of this application in your dashboard.
- Return to the vacancy listing page to search for more job opportunities.

4

[VIEW YOUR DASHBOARD](#)

[RETURN TO VACANCY LISTING](#)



Section III: Managing ERA Account

A. Editing Application Material before Vacancy Close Date

Step 1:

Option A: Click “Edit Application” next to the Announcement Number/Position Title of interest located on the Applications Dashboard.

Option B:

1. Click on the hyperlinked Announcement Number that you’re interested in editing, located under Currently Available Vacancies listing.
2. Click “Edit your Application” under Vacancies Details.

Dashboard Logout

Welcome, JOHN DOE

Applications SEARCH FOR JOBS

All Complete Incomplete

| Announcement Number Position Title | Application Status | Comments | Vacancy Status | Actions |
|---|---|-----------------------|--|--------------------------------------|
| 274123 Protocol Assistant (Protocol Assistant) | Grade 5 Application Received You have answered all the required questions for this grade. | Grade 5 No Comment | Accepting Applications Vacancy closes in 6 days | Edit Application Update Documents |

Show 25 results per page GO FIRST PREVIOUS NEXT LAST

Currently Available Vacancies

Search for Open Vacancies Show Filter

Showing 2 Result(s).

| Agency | Position Type | Position Title | Announcement Number | Series/Grade | Locations | Close Date (MM/DD/YYYY) |
|----------|-------------------|---|---------------------|--------------|----------------------------|-------------------------|
| Colombia | Public Non-Status | Protocol Assistant (Protocol Assistant) | 274123 | 0120 - 5 | 1 in Bogota, CO, C01500000 | 07/31/2017 |
| Colombia | Public Non-Status | Protocol Assistant (Protocol Assistant) | JULY182017 | 0120 - 5 | 1 in Bogota, CO, C01500000 | 07/31/2017 |

Show 25 results per page GO FIRST PREVIOUS NEXT LAST

Vacancy Details

EDIT YOUR APPLICATION VIEW ELIGIBILITY QUESTIONS VIEW VACANCY QUESTIONS EMAIL TO A FRIEND PRINT VACANCY

Overview Duties Qualifications & Evaluations Benefits & Other Info How to Apply



Step 2:

Click “Edit” next to the section that you’d like to change (i.e., Personal Information, Series/Grade/Location, Eligibility Questions, Vacancy Questions, and/or Documents).

Application Review and Submit

Please review your information below and note that you have attached **0 document(s)** to your application. Your application status will remain incomplete until you click **SUBMIT APPLICATION**.

SUBMIT APPLICATION

Personal Information Series/Grade/Location Eligibility Questions Vacancy Questions Documents Resume

Personal Information

Name: JOHN DOE
Email: artyom.ivakh@monster.com
Vacancy Announcement: 274123
Position Title: Protocol Assistant (Protocol Assistant)

Back to top

Series/Grade/Location

Series: 0120
Grade: 5
Location(s): Bogota, CO

Back to top

Eligibility Questions

PERSONAL INFORMATION

1. Please list any other names used:
☐ Not Answered

NOTE: Relative is a husband, wife, domestic partner, member of household, father, father-in-law, stepfather, mother, mother-in-law, stepmother, son, son-in-law, stepson, daughter, daughter-in-law, stepdaughter, brother, brother-in-law, half-brother, sister, sister-in-law, half-sister, uncle, aunt, first cousin, nephew, or niece.

* 2. Does your relative work in this Embassy or Consulate?
☒ Yes



Step 3:

1. Update the chosen application section.
2. Click “Save,” “Next,” or “Finish” at the bottom of each page depending on which application section you’re updating.
 - Click “Save” after updating Personal Information and/or Series/Grade/Location Sections. Then you will arrive to the Application Review and Submit Page.
 - Click “Save” after updating Eligibility Questions and you will return to the Vacancy Questions Section. Then click “Next” at the bottom of each page until you return to the Application Review and Submit Page.
 - Click “Next” after updating the Vacancy Questions section and you will return to the Applicant Review and Submit Page.
 - Click “Finish” after updating the Documents section and you will return to the Applicant Review and Submit Page.

Personal Information **1**

Prefix
--- Please Select ---

*** First Name** **Middle Name** *** Last Name**
JOHN DOEH

Suffix
--- Please Select ---

*** US Citizen**
☒ Yes ☐ No

Contact Information

*** Address 1**
4921 Judiciary Road

Address 2

Address 3

*** City/Town** *** Country**
Bogota Colombia

Zip/Postal/Pin Code **Plus 4**

*** Telephone 1** *** Telephone Number** **Extension**
Day Phone ☒ 31926677773

2

SAVE CANCEL



Step 4:

1. Review/Edit information on the Application Review and Submit Page.
 - Scroll all the way down the page to review all of the information.
 - Click “Edit” and update any additional items if necessary. Then click “Save” or “Next” until you arrive at the Application Review and Submit Page.
2. Click “Submit Application.”

Application Review and Submit

Please review your information below and note that you have attached **0 document(s)** to your application. Your application status will remain incomplete until you click **SUBMIT APPLICATION**.

[Personal Information](#) [Series/Grade/Location](#) [Eligibility Questions](#) [Vacancy Questions](#) [Documents](#) [Resume](#)

Personal Information [Edit](#)

Name: JOHN DOE
Email: artyom.ivakh@monster.com
Vacancy Announcement: 274123
Position Title: Protocol Assistant (Protocol Assistant)

[Back to top](#)

Series/Grade/Location [Edit](#)

Series: 0120
Grade: 5
Location(s): Bogota, CO

[Back to top](#)

Eligibility Questions [Edit](#)

PERSONAL INFORMATION

1. Please list any other names used:
☐ Not Answered

NOTE: Relative is a husband, wife, domestic partner, member of household, father, father-in-law, stepfather, mother, mother-in-law, stepmother, son, son-in-law, stepson, daughter, daughter-in-law, stepdaughter, brother, brother-in-law, half-brother, sister, sister-in-law, half-sister, uncle, aunt, first cousin, nephew, or niece.

* 2. Does your relative work in this Embassy or Consulate?
☒ Yes



3. Receive confirmation that you have successfully re-submitted your application.
 - A confirmation window will appear automatically after clicking “Submit Application” in the previous step.
4. Click “View your Dashboard” to review your application status or “Return to Vacancy Listing” to continue applying for other DOS jobs.

Thank You! You have successfully submitted your application.

3

Note: You can modify your application at any time before the vacancy close date. Simply return to your dashboard, select the vacancy, and update your application.

What's Next?

- Download a copy of this application for your records.
- View the status of this application in your dashboard.
- Return to the vacancy listing page to search for more job opportunities.

VIEW YOUR DASHBOARD

RETURN TO VACANCY LISTING



B. Updating Application Documents before Vacancy Close Date

Step 1:

Click “Update Documents” next to the Announcement Number/Position Title of interest located on the Applications Dashboard.

- Option B: Note that you may also update documents while editing Applications material by clicking “Edit” next to the Documents section of the Application Review and Submit Page (Step 2 – Editing Application Material before Vacancy Close Date).

[Dashboard](#) Logout

Welcome, JOHN DOE

Applications

[SEARCH FOR JOBS](#)

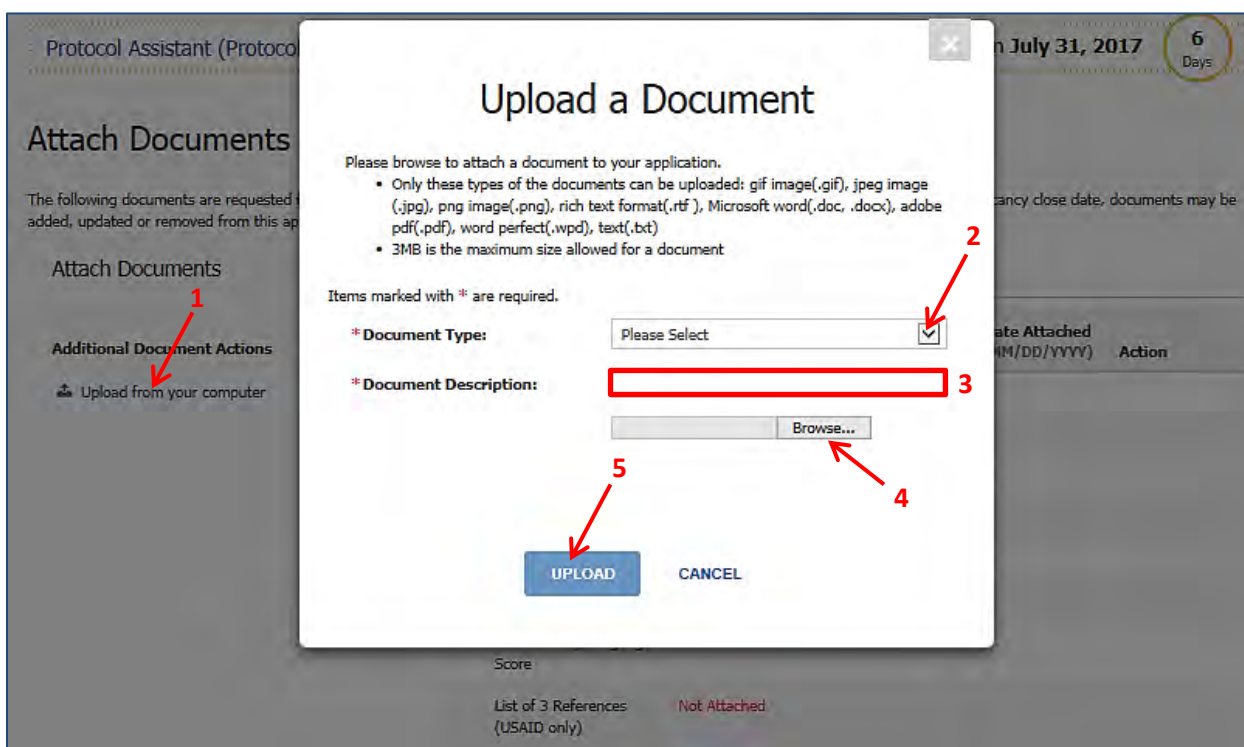
AllCompleteIncomplete

| Announcement Number Position Title | Application Status | Comments | Vacancy Status | Actions |
|---|---|-----------------------|--|--|
| 274123 Protocol Assistant (Protocol Assistant) | Grade 5 Application Received You have answered all the required questions for this grade. | Grade 5 No Comment | Accepting Applications Vacancy closes in 6 days | Edit Application Update Documents |

Show 25 results per page [GO](#) [FIRST](#) [PREVIOUS](#) [NEXT](#) [LAST](#)

Step 2:

1. Click "Upload from your computer."
2. Select Document Type by using the dropdown.
3. Enter Document Description.
4. Click "Browse" and find the right file.
5. Click "Upload."
- Repeat 1 through 5 above for every additional document that you'd like to upload.
 - Uploading multiple documents to the same document type will result in previously uploaded versions to be replaced by the most recently uploaded file.
6. Click "Finish" and you will return to the Applications Dashboard.
 - If one or more requested documents types do not have an attachment, you will receive the "Missing Document?" notification window.
 - Click "Continue" if there are no additional documents to upload or click "Cancel" if you'd like to upload additional documents.



Protocol Assistant (Protocol Assistant)

Attach Documents

The following documents are requested to be added, updated or removed from this application.

Attach Documents

Additional Document Actions

Upload from your computer

Upload a Document

Please browse to attach a document to your application.

- Only these types of the documents can be uploaded: gif image(.gif), jpeg image(.jpg), png image(.png), rich text format(.rtf), Microsoft word(.doc, .docx), adobe pdf(.pdf), word perfect(.wpd), text(.txt)
- 3MB is the maximum size allowed for a document

Items marked with * are required.

* Document Type: Please Select

* Document Description:

Browse...

UPLOAD CANCEL

Score

List of 3 References (USAID only)

Not Attached

State Attached (MM/DD/YYYY) Action

July 31, 2017 6 Days

