

# ATSS FAQs

This FAQs document will be updated as the contract transition progresses. If you have additional questions not answered here, email [ATSSinfo@traxintl.com](mailto:ATSSinfo@traxintl.com) and someone will respond to you.

## Application Process and Interviews

### May I apply during the protest?

A: Yes, our application portal will remain open and we encourage you to apply during this time frame.

### How do we apply for transitioning positions on the new contract?

A: Please visit the TRAX ATSS recruiting webpage: <https://www.traxintl.com/atss-recruiting>, find the position category that best fits your current position, submit your application and resume, and answer a standard subset of questions to assist with the transition process. Applicants will be assigned by TRAX to subcontractor job categories, as applicable, during the transition.

### What if I completed an application prior to the 4 November contract award date?

A: Please reapply using the links on this page: <https://www.traxintl.com/atss-recruiting>. Find the position category that best aligns with your current position. If you previously submitted a profile, your information will transfer with your application to the newly posted position category and you will have an opportunity to make any updates and answer a series of questions to aid in the transition process.

### Will everyone be interviewed?

A: No, in many cases we will be able to transition your position directly from the information provided on your application/resume, and the application questions. There are some positions, however, that will require an interview. If you fall into that category, you will be contacted privately after your application is received. Interviews will be held when the transition period resumes after the protest.

### When should we expect an offer?

A: You can expect an offer letter within the 60-day transition window. TRAX and its subcontractors are going to need time to review the information that is provided from your application and resume.

### How long do we have to consider the offer?

A: Our standard time period for considering offers will be stated in your offer letter and is generally two to three days.

### What will my start date be on the new contract?

A: The majority of the incumbent workforce will start at the end of the 60-day transition period. Select PMO positions and/or key contract positions may start sooner. As soon as we have confirmation of a start date, we will be sure to update this answer.

### I don't want to work for the subcontractor, only TRAX the prime. Is this possible?

A: TRAX is proud to be working with a cadre of outstanding subcontracting partners. We wholeheartedly believe incumbents will be proud to join any of these firms. If you have concerns, please contact [atssinfo@traxintl.com](mailto:atssinfo@traxintl.com).



## Benefits Information

### **Will benefits information be shared during the transition period?**

A: Yes, TRAX and our subcontractors will provide benefits information during the offer process and during onsite and/or virtual briefings.

### **Can you briefly let us know about our standard benefits?**

A: TRAX and our subcontractors offer a variety of health and welfare options so you can choose a plan that best suits your needs and the needs of your family.

### **Will all Federal holidays be observed?**

A: Yes, we will honor the CBA requirement, which recognizes all Federal holidays for applicable employees. Holidays may differ in accordance with the governing contract, the service contract act, or the collective bargaining agreement.

### **Will our alternative work schedule be maintained?**

A: TRAX and our subcontractors will maintain the current alternative work schedule unless directed otherwise by the Government.

## Other Transition Questions

### **How will my security clearance and badges be managed during the transition?**

A: Clearances will be transferred during the transition period. The badging process will be addressed through the Government at a later date within the transition period.

### **Will I be required to be fully vaccinated by the time I start work with TRAX or its subcontractors?**

A: The current guidance from the Safer Federal Workforce Task Force pursuant to the Executive Order 14042, is employees working on a covered contract (e.g., ATSS) must have received all required vaccination dose(s) by January 4, 2022, except as provided by law, such as an approved religious or medical/disability accommodation.

### **How do I request an exemption from vaccination requirements because of my sincerely held religious beliefs or medical condition/disability from my new employer?**

A: Please provide your general inquiry to your recruiting contact who will then engage the designated Human Resources representative. The HR contact will be in touch to provide you with a form and discuss modifications, as applicable.

### **What can I expect once I submit an accommodation request?**

A: Each accommodation request will be considered on a case-by-case basis. The designated Human Resources representative may ask you for ideas about modifications to perform the essential functions of the position for which you have applied. Approved requests will include specific instructions regarding the accommodation(s). Denied requests will provide as much detail as possible and any other options that may be of consideration.