Veteran’s Preference

The search committee should develop a numerically scored selection instrument for the review of applications using the PeopleAdmin scoring system.

To administer the Montana Veteran’s Employment Preference Act requires the following:

If the veteran’s preference applicant meets the minimum required qualifications and is therefore a legitimate candidate, s/he must be assigned an additional 5 percentage points of the total possible points for that search (this includes both the required and preferred qualifications). For example, if the total possible points is 100, and the veteran’s preference candidate scores 80 points, an additional 5 percentage points must be added to their final score (100 x .05 = 5 points). 80 + 5 = 85 points. (Note: If the veteran is disabled, s/he receives an additional 10 percentage points of the total possible points on the PeopleAdmin scoring system.)

This is the only time the veteran’s preference points are given. After the initial application scoring, all applicants are on a level playing field for the rest of the search process.

At the conclusion of the search, should the hire be someone other than the veteran’s preference applicant(s), an e-mail will be sent informing them that veteran’s preference was given but another candidate was selected.