

Career Management System/Interactive Detailing (CMS/ID)

The purpose of the Career Management System/Interactive Detailing (CMS/ID) is to make available the list of open jobs (requisitions or billets) and assignment possibilities to all Navy enlisted personnel (Active and Reserve). The system provides Sailors the capability to research and apply for jobs that best match their individual career desires with the Navy's readiness and resource needs.

CMS/ID is a core Navy career management application used by Sailors, career counselors, and detailers. The application is part of a larger suite of IT tools that help Sailors invest in and direct their own careers, education, and professional development.

In addition, CMS/ID is being evaluated as part of future automated capabilities to deliver more effective manning to support and measure Fleet readiness. Called "billet-based distribution", this approach seeks to clearly track the position an enlisted Sailor is filling at a command and account for personnel allocation, leading to a more accurate job requisition and distribution process.

Why is CMS/ID Needed?

CMS/ID enables Sailors to take an active role in their professional development and career management. Sailors communicate their career goals to career counselors and detailers through the submission of online job applications.

The applications then are compiled and made available to the prospective commands for review and comment before detailers evaluate applications and make assignment selections.

CMS/ID directly supports the Navy's Distribution line of business. It provides an integrated web-based architecture that contains critical functionality for the detailing and assignment process for Active and Reserve Component enlisted personnel.

CMS/ID by the Numbers:

Monthly averages

280,663 Active Component & Full-Time Support (FTS) Users

- 118,672 logons
- 4,063 applicants submitted
10,568 applications
- 2,131 selections

39,500 Reserve Sailor Users

- 24,650 logons
- 1,668 applicants submitted
4,033 applications
- 864 selections

Monthly Phases

CMS/ID has six phases each month:

- **Requisition load phase** where available billets are uploaded into the system
- **Requisition scrub phase** where Navy officials validate uploaded billets for Active duty, Full-Time Support (FTS), and Selected Reserves (SELRES) for E1-E9 Sailors as directed by the Navy Manning Plan (set by the Manning Control Authority – Fleet) to include hot jobs, Assignment Incentive Pay, and Guard2000 positions
- **Application phase** where Sailors in their orders negotiation window can review and apply for advertised assignments

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- **Command comments phase** where commands may review, rank and comment on applications to advertised billets at their command
- **Detailer selection phase** where detailers match applicants to jobs
- **System maintenance phase** when upgrades and maintenance are accomplished.

Capabilities and Benefits

CMS/ID provides enlisted Sailors with the ability to research career opportunities and to make informed decisions when submitting job applications. Both Active and Reserve Sailors use CMS/ID to search for jobs, communicate their career goals to Career Counselors, verify their personal and professional information, and update duty preferences.

Some key benefits include:

- **Needs of the Navy** are met by providing Sailors the visibility of available jobs and the best career opportunities while ensuring readiness and resource requirements are filled
- **Sailors apply for jobs** as part of the Navy's Total Force Strategy -- more than 16,500 job applications submitted via the Internet per month
- **Qualification match indicators** appear automatically for every Sailor who is within the orders negotiation window and identify the Sailor's match to each job
- **Application eligibility "gates" and "flags"** help prevent invalid application submissions and alert Sailors to policies that may hinder selection for certain jobs. Gates prevent Sailors from applying for assignments for which they are ineligible. Flags alert Sailors that certain actions are required or that adverse personnel data may limit selection opportunities by detailers.

"Every Sailor has an important role in selecting their assignment. Sailors need to understand that the jobs they are choosing on CMS/ID could very well affect their promotion later down the road."

Senior Chief Navy Counselor
(SW) Kelly Strickland, Navy
Personnel Command Force
Career Counselor

CMS/ID Help and Training

- **CMS/ID Help is available from the login page and also via the "Help" tab.** An online tutorial, or "How To Guide", provides task-based guidance and supporting demonstrations for the Sailor, CCC and Command Rep user roles. These resources can also be found on Navy Knowledge Online (NKO)
- **For help**, contact the Global Distance Support Center (GDSC) at help@anchordesk.navy.mil or 1-877-418-6824. Sailors can also contact the NPC Customer Service Center at 1-866-U-ASK-NPC, submit emails to cscmailbox@navy.mil, or visit www.npc.navy.mil, on left side select CMS/ID
- **CMS/ID is located** at <https://www.cmsid.navy.mil>

The Sea Warrior Program (PMW 240) manages a complex portfolio of information technology (IT) systems to support Navy human resource management, criminal justice, Fleet support, afloat business applications, Navy and DoD portfolio management, DON administration, and joint aviation aircraft scheduling. The PMW 240 Program is part of the Navy Program Executive Office for Enterprise Information Systems (PEO EIS) which develops, acquires, fields, and sustains Enterprise Network, Business, and Fleet Support IT Systems for the warfighters of the Navy and Marine Corps.

For more information contact:

Public Affairs Office
E: PMW-240_PAO@navy.mil
T: (703) 604-0192



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