

## HOW TO APPLY

Retired individuals interested in applying for hard-to-fill job openings are encouraged to visit our website, [www.dopusvi.org](http://www.dopusvi.org). Once there, navigate to the "Career Seekers" page and select "Vacancies" or visit [www.governmentjobs.com/careers/dopusvi](http://www.governmentjobs.com/careers/dopusvi). Look for positions labeled as "continuous" postings.

- Retirees should complete the online application, check the supplemental question that refers to the legislation and attach a copy of their retirement NOPA as per eligibility criteria per applicable legislation.
- Once deemed qualified by the Director of the Division of Personnel, the retiree's name will be sent on a referred list to the agency.
- The Hiring Agency will conduct and document the interview/selection process and complete the re-entering retiree form and attach justification for approval by the Director of Personnel.



## EMPLOYMENT TIME LIMITATIONS

Time limits may be extended by the Director of Personnel up to 60 days for compelling reasons.

## ENFORCEMENT

- Audits of the program should occur regularly to ensure compliance.
- Violations may result in disciplinary action.

**PLEASE NOTE:** Positions classified as hard-to-fill are those that fail to attract candidates within the standard 10 day posting period. These vacancies are then marked for inclusion in our continuous recruitment program on the website.

Once a position is listed in the continuous recruitment program (for a duration of 6 months), it is officially recognized as hard-to-fill, allowing retirees to apply for these vacancies.

Division of Personnel  
St. Thomas Office  
(340) 774-8588  
3438 Kronprindsens Gade  
3rd Floor GERS Bldg  
St. Thomas, Virgin Islands 00802

Division of Personnel  
St. Croix Office  
(340) 718-8588  
3009 Orange Grove Shopping  
Center, Suite 6, 7 & 8  
Christiansted, Virgin Islands 00820

[www.dopusvi.org](http://www.dopusvi.org)



## REENTERING RETIREES' PROGRAM

The **Reentering Retirees' Program (RRP)** offers an innovative solution to staffing challenges in the Government of the U.S. Virgin Islands. By tapping into the expertise of retired professionals, it elevates public service delivery to new heights.

The **Reentering Retirees' Program (RRP)** is a strategic initiative to harness the expertise and experience of retired government employees to fill critical workforce gaps in public service. Governed by a comprehensive legislative framework, this program offers a pathway for retirees to return to government service in hard-to-fill positions without forfeiting their annuities, thus presenting a win-win scenario for both the government and the retirees.

## ELIGIBILITY REQUIREMENTS

- Retired members of the GERS are eligible for reemployment in the Government of the Virgin Islands under certain conditions.
- Reentry into government service is only through appointment to a hard-to-fill position.
- Retirees must be qualified, competent for the position and have been retired for a minimum of 9 months.
- They must apply for a vacant hard-to-fill position that has been posted for a minimum of 3 consecutive months.
- Any employer within the Government of the Virgin Islands may request approval to rehire a retiree.
- Exclusions from membership in the Retirees Reentering Program include casual, part-time, and provisional employees.

This program is governed by ACT No. 8560, as amended by ACT No. 8690; Title 3 V.I.C. Chapter 27, Section 706; Chapter 28A, Section 755; and Chapter 25, Section 492a, which establishes guidelines for retirees seeking to reenter government service while maintaining their annuity. The Division of Personnel is responsible for creating these regulations to ensure a consistent hiring process within all government agencies. These rules supersede any prior regulations and are applicable to all government sectors.

## PROGRAM TERMS

- Employment under this program is temporary, with membership limited to one period of 36 consecutive months.
- Retirees must provide written notification to GERS of their reemployment.
- Retirees must contribute to the retirement system during their membership.
- Retirement annuity is maintained during the membership period but canceled upon completion of membership.
- Retirees earn annual and sick leave during reemployment.
- Upon completion of membership period, retirees do not receive a lump sum payment for accumulated leave.
- Unionized positions require compliance with applicable union agreements.

## EXCEPTIONS TO PROGRAM TERMS

- Tier I general members of the RRP are exempt from certain regulations.
- Nurses, teachers, and police officers have specific exceptions regarding eligibility, employment terms, and hiring procedures.

## PROGRAM TERMS FOR NURSES, TEACHERS, AND POLICE OFFICERS

- Participants are limited to a single 2 year membership period without affecting their retired status.
- Completing the full 2 year membership is not mandatory.
- Upon completion of membership period, retirees resume contributing to the retirement system.

## PROGRAM REQUIREMENTS FOR REEMPLOYMENT

- Hiring agencies must follow standard procedures for hiring and obtain a approval for reemployment from the Hiring Agency Head.
- The Director of Personnel or Hiring Agency Head must review and approve requests for rehire.
- Within 30 days of rehiring, the prospective agency must notify the Division of Personnel and the Chief of the Group Health Insurance Office.

## EXCEPTIONS FOR NURSES, TEACHERS, AND POLICE OFFICERS

- Agencies hiring retirees in these fields are exempt from proving that position is hard-to-fill.
- Recruitment efforts and detailed plans for permanent vacancies are not required.

## EXCEPTIONS FOR LEGISLATIVE BRANCHES AND JUDICIAL

- Specific exceptions apply for retirees rejoining these branches, expediting the hiring process.
- Recruitment documentation and certain employment procedures are waived for these branches.

## INSURANCE COVERAGE

- Reentering retirees must maintain credible health insurance coverage.
- Insurance coverage depends on age, with premiums withheld from annuity or active government employment salary.