

REQUIREMENTS TO BE A CERTIFIED CNIC NAF CLASSIFICATION SPECIALIST/CLASSIFIER

In order to become a NAF certified classifier an individual must complete:

- the ten (10) day “Position Classification” course, CLAS7003D, offered by the Graduate School USA (Mandatory requirement), or
- a comparable course (duration and curriculum) from a Federal agency.

It is also recommended to complete the four (4) day “Advanced Position Classification” course, CLAS9001D, offered by the Graduate School USA, or a comparable course (duration and curriculum) from a Federal agency.

CNIC Human Resources Branch, Millington Detachment, N941 will maintain copies of the mandatory Position Classification course training certificate for each individual assigned to CNIC Headquarters who completes the course. Training certificates will be maintained for the duration of the individual’s employment with CNIC Headquarters. Training certificates for individuals completing the mandatory course who are assigned to CNIC Regions/Installations will be maintained by their respective Region/Installation for the duration of their employment with that organization.