

Step 1: Prior to Salesforce Action

- [Request for Talent Acquisition Services Through MyPers](#)

Request for Talent Acquisition Services Through MyPers

NOTE: AFMC and AFMC Centers do not use MyPers. AFMC users with Salesforce questions should contact their Salesforce Recruiter or Salesforce Recruiting Manager for additional information.

To begin requesting talent, click the link below.

<https://mypers.af.mil/app/home>

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Make sure you are on the Resources for FSS page, as indicated above.

Request Talent Acquisition Services.

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https://mypers.af.mil/app/answers/detail/a_id/24747

Complete the Talent Acquisition Request Form.

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Upload Position Description or any other supporting documentation; this is critical to providing the recruiter the information needed to create a complete and accurate Job Requisition within Salesforce, resulting in Job creation also within Salesforce.