

ATSS FAQs

This FAQs document will be updated as the contract transition progresses. If you have additional questions not answered here, email ATSSinfo@traxintl.com and someone will respond to you. Thank you!

General Information

How can we learn more information about TRAX?

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I have vacation already scheduled during or shortly after phase-in. Who should I notify?

How will my security clearance and badges be managed during the transition?

General Information

1. How can we learn more information about TRAX?	A: We expect to have a Town Hall with the entire team in early January—after the holidays—to ensure everyone is able to attend. Information will be communicated via our ATSS transition webpage on our website at www.traxintl.com .
2. Where is the phase-in office located?	A: Our phase-in office is located at 400 Hickory Drive, Suite 402.
3. If I am working on the current contract, am I guaranteed a position on the ATSS contract with TRAX?	A: TRAX is unable to guarantee anyone a position. We will staff the contract according to the scope of work provided to us by the customer to ensure contract success. It is our understanding the staffing requirements for the new scope of work are similar in nature to the current staffing requirements.

Application Process and Interviews

4. How do I apply for transitioning positions on the new contract?	A: Please visit the ATSS transition webpage at https://www.traxintl.com/atss-recruiting , find the position category that best fits your current position, submit your application and resume, and answer a standard subset of questions to assist with the transition process. Applicants will be assigned by TRAX to subcontractor job categories, as applicable, during the transition.
5. What is the deadline to submit my application?	A: We encourage you to submit your application as soon as possible to assist with a quick transition.
6. What if I applied before this new award date?	A: Given the time delay, please apply again using the links on this page: https://www.traxintl.com/atss-recruiting , even if you have already applied. Find the position category that best aligns with your current position. If you previously submitted a profile, your information will transfer with your application to the newly posted position category.
7. Will everyone be interviewed?	A: In many cases, we will be able to transition your position directly from the information provided on your application/resume, and the application questions. There are some positions, however, that will require an interview. If you fall into that category, you will be contacted privately after your application is received.

8. When should we expect an offer?	A: You can expect an offer letter within the 60-day transition window. TRAX and its subcontractors are going to need time to review the information provided from your application and resume.
9. How long do I have to consider the offer?	A: Our standard time period for considering offers will be stated in your offer letter and is three days.
10. What will my start date be on the new contract?	A: The majority of the incumbent workforce will start at the end of the 60-day transition period. Select PMO positions and/or key contract positions may start sooner. As soon as we have confirmation of a start date, we will be sure to update this answer.
11. I don't want to work for the subcontractor, only TRAX the prime. Is this possible?	A: TRAX is proud to be working with a cadre of outstanding subcontracting partners. We wholeheartedly believe incumbents will be proud to join any of these firms.

Benefits Information

12. Will benefits information be shared during the transition?	A: Yes, TRAX and our subcontractors will provide benefits information during the offer process and during onsite and/or virtual briefings.
13. Can you briefly let us know about our standard benefits?	A: TRAX and our subcontractors offer a variety of health and welfare options so you can choose a plan that best suits your needs and the needs of your family.
14. Will all Federal holidays be observed?	A: Yes, we will honor the CBA requirement, which recognizes all Federal holidays for applicable employees. Holidays may differ in accordance with the governing contract, the service contract act, or the collective bargaining agreement.
15. Will our alternative work schedule be maintained?	A: TRAX and our subcontractors will maintain the current alternative work schedule unless directed otherwise by the Government.

Other Transition Questions

16. I have vacation already scheduled during or shortly after phase-in. Who should I notify?	A: We understand your time off is valuable, so please let us know of your specific situation. We will work with you to ensure time off that is already scheduled and approved is honored as long as it does not conflict with any work requirements. Please email your information to ATSSinfo@traxintl.com .
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17. How will my security clearance and badges be managed during the transition?	A: Clearances will be transferred during the transition period. The badging process will be addressed through the Government at a later date within the transition period.
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