



Byron P. Decoteau, Jr., Director

Post Office Box 94111
Baton Rouge, LA 70804-9111
225.342.8274
scsinfo@civilservice.la.gov
civilservice.la.gov

GENERAL CIRCULAR NUMBER 2026-038

DATE: July 8, 2026

TO: Heads of State Agencies and Human Resources Directors

SUBJECT: New Web-based Course – SCS CPTP Using the SCS Hiring Framework

As part of the SHIFT Initiative, State Civil Service is pleased to announce that the new web-based course, **SCS CPTP Using the SCS Hiring Framework**, is now available for enrollment through the LaGov Learning Module in SuccessFactors.

This interactive, one-hour web-based course provides practical guidance for designing a more focused and skills-based hiring process using the SCS Hiring Framework. Participants will learn how to identify key competencies, describe the work to be performed using clear, action-based language, and select hiring tools that align with the needs of the role.

Whether you're preparing for your first hire or looking to strengthen your hiring process, this course will help you build a fair, skills-based approach that improves hiring outcomes and supports long-term workforce success.

By the end of the course, participants will be able to:

- Use the SCS Hiring Framework to optimize the hiring process
- Explain the role of competencies in the hiring process
- Describe realistic work examples that use plain, action-based language to reflect the duties and expectations of the position
- Use competencies to select supplemental questions, interview questions, and interview activities that help identify the strongest candidates to move forward in the interview process.

The **SCS CPTP Using the SCS Hiring Framework** course is recommended for supervisors, hiring managers, and others involved in recruitment and selection activities. As Louisiana continues to advance skills-based hiring practices, this course provides a practical foundation for understanding and applying the SCS Hiring Framework throughout the hiring process.

If you have any questions about this course or the SCS Hiring Framework, please contact [Jennifer Schuelke](#), Assistant Division Administrator for Talent Acquisition and Workforce Development.

Sincerely,

s/Byron P. Decoteau, Jr.
State Civil Service Director