



DEPARTMENT OF NAVY

Naval Intelligence Vacancy Announcement

Intelligence Specialist

Open Period: 5/31/2024 – 6/7/2024

KEY POSITION DETAILS

Salary Range: \$139,395 - \$181,216

Series & Grade: GG-0132-14

Announcement #: NIA-2024-009

Org Code/Org Title: BSO15/NIA-N3

Position Information: Permanent/Full Time

Duty Location: National Maritime Intelligence Center

Relocation Expenses Reimbursed: Not Authorized

PCS Expense Authorized: Not Authorized

Travel Required: Occasional, May be Required

Who May Apply: All Department of Navy civilians and Intelligence Community federal employees in the National Capital Region.

Security Clearance: Top Secret/SCI

Supervisory/Non-Supervisory: Non-Supervisory

Drug Testing: Yes

Obtain/Maintain Certifications:

JOB SUMMARY

Serves as a senior level Navy Foreign Materiel Acquisition (NFMA) Intelligence Specialist (NIA-N3) and technical expert responsible for developing, monitoring, evaluating, and managing foreign materiel acquisition projects in support of Navy stakeholders. Responsible for overseeing and fulfilling NFMA requirements for a diverse array of complex acquisition projects. Establishes, coordinates and manages foreign materiel acquisition projects through direct contact with Navy stakeholders to include scientific and technical intelligence, cyber, research and development, test and evaluation and bilateral customers. Gains understanding of customer needs and develops and implements strategies aligning NFMA activities to satisfy customer requirements.

Specific Duties

- Organizes work, sets priorities, determines short/long-term goals and strategies to achieve them. Makes well-informed, effective, timely decisions, and perceives the implications of decisions.
- Coordinates with other organizations on behalf of NFMA to accomplish goals, monitor progress and evaluate outcomes.
- Works collaboratively with the Foreign Materiel Exploitation (FME) community, intelligence analysts, and collection requirements managers in the development of foreign materiel acquisition strategies to advance collection efforts. Develops networks and builds alliances.
- Demonstrates strong written communication. Conveys written information in a clear, concise, organized, and convincing manner for the intended audience.
- Demonstrates strong oral communication. Demonstrates ability to clearly, concisely and effectively articulate, present, and promote varied ideas and issues (to include sensitive or controversial topics).
- Formulates objectives and priorities and implements plans consistent with NFMA strategic goals.
- Manages risks, recognizing the implications to the NFMA and stakeholders.
- Identifies and analyzes problems. Critically evaluates to identify the causes of problems and chooses courses of action that balance the interests of the mission and stakeholders.



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- Uses initiative, judgment, and resourcefulness in developing and managing a wide variety of NFMA complex, sensitive, and unconventional challenges.
- Maintains close alliances with the Office of Naval Intelligence, the Naval Warfare Centers, Navy Research and Development Centers, and other partners and stakeholders.
- Performs other duties as assigned.

Specialized Experience & Minimum Qualifications

Applicants must have directly applicable experience that demonstrates the possession of the knowledge, skills, abilities and competencies necessary for immediate success in the position. Qualifying experience may have been acquired in any public or private sector job, but will clearly demonstrate past experience in the application of the particular competencies/knowledge, skills, and abilities necessary to successfully perform the duties of the position. Such experience is typically in or directly related to the work of the position to be filled. Qualifying experience is demonstrated through the following competencies:

- PROJECT MANAGEMENT
- STRATEGIC THINKING
- PLANNING AND EVALUATING
- PROBLEM SOLVING
- DECISIVENESS
- PARTNERING

In addition, individuals must meet the Office of Personnel Management (OPM) qualification standards of 1 year of specialized experience equivalent to the next lower grade level to the position filled and any Individual Occupational Requirements (IOR) for the series/grade selected as identified within the standard. For further details on the specific occupational series requirements, please go to the following link: <https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/#url=List-by-Occupational-Series>

Conditions of Employment

- You must be a US Citizen
- New employees to the Department of the Navy will be required to successfully pass the E-Verify employment verification check. To learn more about E-Verify, including your rights and responsibilities, visit www.dhs.gov/E-Verify/
- Selectee must be determined suitable for federal employment
- Financial Disclosure: Required
- Telework Eligibility: Not Eligible
- Selectee may be required to successfully complete a 2-year trial period
- Selectee is required to participate in the direct deposit pay program
- Selectee may be required to successfully complete a polygraph examination
- Selectee must complete a Special Background investigation and receive a favorable adjudication by a determining authority. You must obtain and maintain a Top Secret security clearance and access to Sensitive Compartmented Information (SCI). Failure to do so may result in the withdrawal of an offer or removal. Indicate the level and date of your clearance in your resume.



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- Successful completion of a pre-employment drug test (including marijuana) is required. A tentative offer of employment will be rescinded if you fail to report to the drug test appointment or pass the test. You will be subject to random testing.
- You must acknowledge in writing that you are accepting an appointment in the DCIPS (excepted service) which does not confer competitive status, prior to appointment.
- Within the Department of Defense (DoD), the appointment of retired military members within 180 days immediately following retirement date to a civilian position is subject to the provisions of 5 United States Code 3326.
- Males born after 12-31-59 must be registered for Selective Service.

How to Apply

1. Click on: <https://navy.hirevue.com/signup/VD54nyCrZBUfLByxNrVWCb/>. Click Register. Sign-up by completing the registration form. Upload your resume and any supporting documents (e.g. college transcripts). Once the documents are visible on the sign in screen, select the “start” button to apply and complete the basic assessment.
2. Please do not upload documents that contain PII without redacting sensitive information. Do not upload any **classified** information with your application submission.
3. Complete applications to include a Resume and response to basic eligibility questions must be submitted by 11:59 pm Eastern Standard Time (EST) on the closing date of the announcement. Incomplete packages may be removed from consideration.
4. For additional assistance, please email the Naval Intelligence HR Specialist, Andre’ Haskins at andre.d.haskins.civ@us.navy.mil. Include NIA-2024-009 in the subject of the email.

Requested Documents: **A COMPLETE RESUME IS REQUIRED.** Your resume must show relevant experience (cover letter optional) where you worked, job title, duties and accomplishments, employer's name and address, supervisor's name and phone number, starting and end dates (Mo/Yr), hours per week & salary. **If you are a current Federal employee or previous Federal employee, provide your pay plan, series and grade level i.e. GS-0201-013 on your resume for each Federal position.**

This position is a Defense Civilian Intelligence Personnel System (DCIPS) position in the Excepted Service under 10 U.S.C. 1601. DoD Components with DCIPS positions apply Veterans' Preference to preference eligible candidates as defined by Section 2108 of Title 5 U.S.C., in accordance with the procedures in DoD Instruction 1400.25, Volume 2005, DCIPS Employment and Placement.

The United States Government does not discriminate in employment based on race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, status as a parent, genetic information, disability, age, membership or non-membership in an employee organization, or on the basis of personal favoritism.