



DEPARTMENT OF NAVY

Naval Intelligence Vacancy Announcement

GG-0132-7/9 Intelligence Specialist

Open Period: 7/1/2024 – 7/15/2024

KEY POSITION DETAILS

Salary Range: \$55,924 - 88,926
Series & Grade: GG-0132-7 to GG-0132-9
Org Code/Org Title: BSO60/ Department of Naval Analysis/Multiple Divisions (OIC-310, OIC-320, OIC-330, OIC-340, OIC-350, OIC-360)
Position Information: Permanent/Full Time
Duty Location: Suitland, MD
Relocation Expenses Reimbursed: Not Authorized
PCS Expense Authorized: Not Authorized

Travel Required: Occasional, May be Required
Who May Apply: Current NAVY Civilians assigned to UICs: 00015, 46804, 3322A, 41745, 53260, 53261, 53262, and 3540B
Security Clearance: Top Secret/SCI
Supervisory/Non-Supervisory: Non-Supervisory
Drug Testing: Yes
Obtain/Maintain Certifications: N/A

JOB SUMMARY

Nimitz Warfare Analysis Center's Department of Naval Analysis (DNA) is hiring for multiple positions as an Intelligence Specialist at the GG-7 to GG-9 level, serves at the entry/developmental level and performs basic tasks regarding the analysis, evaluation, collection, interpretation, or dissemination of information and/or products relative to an assigned area(s) on political, economic, social, cultural, physical, geographic, technical or military conditions for one or more foreign countries. The incumbent receives formal and on-the-job training. Specific positions are in the Pacific Regional Division, China Submarine Operations and Readiness Division, China Strategy Division, China Force Employment and Readiness Division, Middle East/Atlantic Division, and Russian Naval Strategy and Operations Division.

SPECIFIC DUTIES

- Performs routine tasks associated with analyzing or collecting intelligence data. Assists higher graded analyst in searching, selecting, and compiling for specific intelligence information in preparation of reports for various types of customers. Selects relevant data from classified and unclassified library sources, foreign equipment, documents, photography, raw data (both digital and analog), and automated and manual data bases.
- Utilizes basic intelligence principles and methods and established procedures to analyze and evaluate information thus obtained on the basis of reliability and credibility of source, agreement of source with other sources, and significance of the information. Prepares preliminary assessments in his/her assigned area(s) of responsibility.
- With supervision, plans, implements, and maintains databases for intelligence assignments required to process all-source material and the production of technical or operational intelligence in assigned area(s). Identifies intelligence gaps, specifies collection requirements to fill gaps, and develops analytic tools and methodologies to address gaps.
- Maintains liaison with personnel in other intelligence agencies, laboratories, services, and allied/partner foreign governments to discuss production requirements and provide information. May serve as the activity representative at interagency and international meetings and conferences. Presents and defends activity positions or issues in area(s) of expertise.



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SPECIALIZED EXPERIENCE & MINIMUM QUALIFICATIONS

Applicants must have knowledge (such as would be acquired through a pertinent baccalaureate educational program or its equivalent in experience, training, or independent study) of basic principles, concepts, and methods of a professional or administrative occupation and skill in applying this knowledge in carrying out elementary assignment, operations, or procedures; or in addition to the practical knowledge of standard procedures in Degree A-4, practical knowledge of technical methods to perform assignments such as carrying out limited projects which involve use of specialized, complicated techniques.

- Authoring Finished Intelligence
- Accountability
- Briefing Formal Assessments
- Partnering

This is a lateral position wherein DCIPS employees in a career ladder position will retain current grade and status for purposes of promotion to next grade. 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 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 U.S. Citizen.
- 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.
- 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.
- DCIPS employees in a career ladder position will retain current grade and status for purposes of promotion to next grade. These positions are lateral moves.
- Males born after 12-31-59 must be registered for Selective Service.
- The expected graduation date must be included in the resume.



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HOW TO APPLY

1. **You must upload your resume and any supporting documents before hitting start on the link.** <https://navy.hirevue.com/signup/JgBQJndWybWYjvPYhSLhek/>
2. **Once the documents are visible on the sign in screen, select the “start” button to apply and complete the basic assessment.**
3. Please do not upload documents that contain PII without redacting sensitive information. Do not upload any **classified** information with your application submission.
4. 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.
5. For additional assistance, please email the Naval Intelligence HR Specialist, LaShawn Williams. Include **OIC-2024-003** 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 and salary. **If you are a current Federal employee or previous Federal employee, provide your pay plan, series and grade level (i.e. GG-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.