



DEPARTMENT OF NAVY Commander, Undersea Surveillance Vacancy Announcement

GG-2210-13, IT Specialist (DATA MGT)

November 19, 2024 – May 18, 2025

Salary Range: \$104,861 to \$136,323
Series & Grade: GG-2210-13 (FPL 13)
Org Code/Org Title: N24
Position Information: Perm/Full-time
Duty Location: Dam Neck Naval Facility,
Virginia Beach, VA
Relocation Expenses Reimbursed: May Be Authorized
PCS Expense Authorized: Not Authorized

Travel Required: Occasional less than 25%
Who May Apply: All U.S. Citizens, Civilian, Military
Security Clearance: Ability to obtain and maintain Top
Secret (SCI)
Supervisory/Non-Supervisory: Non-Supervisory
Drug Testing: YES

JOB SUMMARY

Serve as an IT Specialist responsible for knowledge and data management practices to include development, implementation and utilization of MS SQL and SharePoint services for contributing expertise in information technology to meet organizational needs. (IT) and data management. You will support and contribute to the organization's ability to make optimal use of data resources relevant to intelligence operations, including adapting and tailoring database structures and devising analytical methods to facilitate intelligence analyses.

Specific Duties

- You will develop the agency's data strategy and strategic goals and provide oversight to divisional offices on all data governance issues.
- You will collaborate with leadership and subject matter experts to effectively identify, develop, and implement data analysis and management capabilities to more effectively support multiple missions.
- You will lead and contribute to design/development of tailored database management systems, database architectures, and network topologies to extract best value from established data sources to provide new data analysis capabilities.
- You will design and implement Microsoft (MS) SharePoint and SQL Server tools and services to qualitatively and quantitatively gather, store, assemble and analyze facts, draw conclusions, and devise solutions.
- You will ensure the rigorous application of information assurance policies, principles, and practices in the delivery of information services by validating implemented data strategies.
- You will provide consulting support to users in support of further adaption and tailoring of data mining, data modeling, and related data analysis methods to address particularly challenging issues not solvable using existing means.
- You will collect and analyze quantitative performance data and identify more qualitative lessons learned to identify the need for and opportunities to refine methods and tools to resolve the most complex data management problems and issues.
- You will design and implement training for technical and non-technical staff on topics relevant to the user of data analysis methods in operations and engagement work.



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Desired Minimum Qualifications/Ranking Factors:

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. Desired skills include; 1) Experience in the development and application of SQL Server tools and services to qualitatively and quantitatively gather, store, assemble, and analyze facts, draw conclusions, and devise solutions; 2) Experience in developing and implementing data warehousing and archive strategies; 3) Excellent oral and written communicator capable of providing advice and guidance for process improvements; 4) Ability to develop and implement custom applications to quantify analytics, measures, and metrics in order to support business decisions. 5) Ability to incorporate custom SQL services and outputs into collaborative products via MS SharePoint. Qualifying experience is demonstrated through the following competencies:

- Written Communications
- Application Software
- Data and Content Management
- Information Technology (IT) Knowledge Management
- IT Operational Performance Management
- IT Policy and Planning

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 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
- 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.
- 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.



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- 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/XBVAKtLB43FLURbZehnAwT/>
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.
Please do not upload documents that contain PII without redacting sensitive information. Do not upload any **classified** information with your application submission.
2. 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.
3. For additional assistance, please email the Naval Intelligence HR Specialist, LaShawn Williams at lashawn.p.williams.civ@us.navy.mil. Include **USC-2024-002** 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. 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.