



# DEPARTMENT OF NAVY

## Naval Intelligence Vacancy Announcement

### Supervisory Management Analyst

*Open Period: 4/22/2025 – 4/25/2025*

#### KEY POSITION DETAILS

**Salary Range:** \$167,603 – \$195,200\*

**Series & Grade:** GG-0343-15

**Announcement #:** RDSA-2025-001

**Org Code/Org Title:** BSO15/NIA-RDSA

**Position Information:** Permanent/Full Time

**Duty Location:** Springfield, VA

**Relocation Expenses Reimbursed:** Not Authorized

**PCS Expense Authorized:** Not Authorized

**Travel Required:** Occasional, May be Required

**Who May Apply:** Defense Civilian Intelligence Personnel System (DCIPS) Employees

**Security Clearance:** Top Secret/SCI

**Supervisory/Non-Supervisory:** Supervisory

**Drug Testing:** Yes

**Obtain/Maintain Certifications:** N/A

#### JOB SUMMARY

You will serve as a Director of Plans, Strategy, and Engagement (PSE) at the Research and Development Support Activity (RDSA) within the Naval Intelligence Activity (NIA). The PSE Director serves as a supervisor with responsibility for conducting strategic planning, developing external communications, and coordinating outreach with stakeholders across the Intelligence Community, Department of Defense and Senior members of the Executive and Legislative Branches.

#### Specific Duties

- You will serve as the primary advisor to the RDSA Director for coordinating the relationship between RDSA and other members of the Department of Defense, Intelligence Community, Executive Office of the President, and Congress.
- You will be responsible for the synchronization and integration of efforts across the Activity including the management of plans, policy, and actions to support the overall coordination internally and externally within the government.
- You will interact at the senior level with stakeholder organizations across the IC, DOD, Executive and Legislative branches, and conducts extensive liaison with external partners as directed by senior Activity Leadership.
- You will be responsible for coordinating and assimilating a wide range of analysis efforts from across the Activity and other agency components required for the preparation and production of clear, accurate, and consistent assessments and messaging to support strategic planning and engagement.
- You will work in coordination with division directors, leading strategic planning for RDSA on major capabilities, investments, and operational initiatives.



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- You will execute the duties as the head of the Commander's Action Group, including developing talking points, briefing materials, and strategic engagement planning to support RDSA initiatives and priorities.
- You will manage the execution and implementation of corporate boards and advisory groups responsible for providing oversight and strategic direction to RDSA.

### **Specialized Experience & Minimum Qualifications**

Applicants must have direct 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:

- Problem Solving
- Partnering
- Influencing/Negotiating
- Strategic Thinking
- Reporting and Recommendations
- Oral Communication & Written Communication

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/](http://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 will 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 possess 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.



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- 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/UTDk4vjJdDwxRKrdcWY5/>
2. Click Register. Sign-up by completing the registration form. Upload your resume and any supporting documents. 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, Stephanie Kiessling at [Stephanie.f.kiessling.civ@us.navy.mil](mailto:Stephanie.f.kiessling.civ@us.navy.mil). Include RDSA-2025-001 in the subject of the email.

**Requested Documents:** **A COMPLETE RESUME IS REQUIRED.** Your resume must demonstrate at least one year of specialized experience at or equivalent to the GG/GS-15 grade level or pay band in the Federal service or equivalent experience in the private or public sector (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-0201-13) on your resume for each Federal position. In addition, please attach your SF-50 (redacting your SSN and DOB).**

*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.