



# DEPARTMENT OF NAVY

## Naval Intelligence Vacancy Announcement

### Intelligence Specialist, GG-0132-14

*Open Period: 6/3/2025 – 6/9/2025*

#### KEY POSITION DETAILS

**Salary Range:** \$139,395 – \$181,216

**Series & Grade:** GG-0132-14

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

**Position Information:** Permanent/Full Time

**Duty Location:** Arlington, 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:** Non-Supervisory

**Drug Testing:** Yes

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

**Announcement #:** RDSA-2025-002

#### JOB SUMMARY

You will serve as an Intelligence Specialist in the Operational Support and Liaison Directorate at the Research Development Support Activity (RDSA). The mission of RDSA is to capitalize on the combined research and development strengths of the Department of the Navy and the Intelligence Community in support of Naval Intelligence activities and operations.

#### Specific Duties

- Utilize knowledge of the Department of Navy (DoN) and the Intelligence Community (IC), while applying broad knowledge of intelligence research and development capabilities and programs.
- Perform analysis and production tasks relative to activities and operations in order to effectively plan research and development projects that support maritime intelligence capabilities.
- In coordination with other Activity directorates, produce the annual operations plan.
- Responsible for arranging and executing coordination with Department of Defense (DoD) and IC stakeholders for approval of RDSA activities executed as part of the annual operations plan.
- Project officer in the Operational Support and Liaison Directorate responsible for the management of support projects from concept development, through approval and execution.
- Maintain the operations archive with relevant data from completed activities and operations.
- Participate in interagency working groups to engage Navy, DoD, Combatant Commanders (CCDRs), and the IC to develop courses of action and execute activities in the maritime domain.
- Maintain awareness of all intelligence issues and advise senior leadership on potential impact to RDSA.



## Dept. of Navy – Naval Intelligence Intelligence Specialist

### **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:

- Information Management
- Accountability
- Partnering
- Data and Content Management
- Problem Solving
- Proficient in MS PowerPoint
- Written Communication
- Oral 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.
- 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



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Intelligence Specialist

**How to Apply**

1. Click on: <https://navy.hirevue.com/signup/VwuL9RCQ8k2XLNs73f9R2J/>
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-2025-002 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-13 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-0201-013) 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.