



Naval Intelligence Activity

Job Title: Intelligence Specialist
Salary Range: \$99,172.00 to \$128,920.00
Org Code/Org Title: 0025/NCIS
Series & Grade: GG-0132-13
Assignment Number: NCIS-2020-001
Open Period: November 7 to November 15, 2019
Position Information: Perm/FT
Duty Location: Washington, DC

Relocation Expenses Reimbursed: May be Authorized
PCS Expense Authorized: May be Authorized
Travel Required: Occasional Travel (25%)
Who May Apply: All U.S. Citizens
Security Clearance: Top Secret (SCI)- May be subject to polygraph examination
Supervisory/Non-Supervisory: Non-Supervisory
Drug Testing: YES

Job Summary: Serve as primary analytical liaison to foster engagement, info-sharing & collaboration between Naval Sea Systems Command (NAVSEA), Naval Criminal Investigative Service (NCIS) NCIS, Department of Defense (DOD), and United States Government (USG) working groups. Continually engage NAVSEA and field office to accurately identify all acquisition programs with Critical Program Information (CPI) and critical components for assigned NAVSEA, as baseline to prioritize protection of most sensitive Research, Development and Acquisition (RDA) programs. Strengthen NCIS understanding of command authorities, capabilities, limitations & procedures. Educate command on NCIS mission & operational priorities. Independently ensure communication and facilitate Request for Information (RFI) between NCIS and assigned NAVSEA. Facilitate coordination between NCIS and NAVSEA on active investigations, operations and Counterintelligence (CI) RDA intelligence products. Provide analytic support to NCIS and joint CI RDA investigations and operations that support protection of critical United State Navy (USN) critical program technologies. Also provide analytic feedback, both formal and informal, to increase knowledge of program requirements.

Specific Duties:

- Provides technical advice on a wide range of complex 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.
- Collects, analyzes, interprets, evaluates and integrates complex data from multiple sources in assessing the relevance and significance of developments in his/her assigned area(s) and in preparing new or revising prior intelligence products.
- Plans, implements and maintains data bases for intelligence assignments required to process all-source material and the production of technical or operational intelligence in his/her assigned area(s).
- Identifies intelligence gaps, specifies collection requirements to fill gaps, and develops analytical tools and methodologies to cope with the gaps.
- Serves as the activity representative at interagency and international meetings and conferences.

Desired Minimum Qualifications/Ranking Factors:

In order to qualify for this position, your resume must provide sufficient experience and/or education, knowledge, skills, and abilities to perform the duties of the specific position for which you are being considered. Your resume is the key means we have for evaluating your skills, knowledge, and abilities as they relate to this position. Therefore, we encourage you to be clear and specific when describing your experience.

The candidate must have applicable experience that demonstrates the possession of the knowledge, skills, and abilities and competencies necessary for immediate success in the position. Qualifying experience may have been acquired in the Federal service or equivalent experience in the private or public sector, 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.



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Applicants must possess at least one year of specialized experience at or equivalent to the next lower grade level or pay band in the Federal service or equivalent experience in the private or public sector. Specialized experience must demonstrate the following:

- Ability to work independently in complex environments with limited oversight.
- Production of written assessments that incorporate disparate sources of data to reach logical conclusions.

Desired Experience:

- Experience with the DoD and USN acquisition community.
- Experience with producing Counterintelligence assessments.
- Experience participating in technology protection initiatives, working groups, or task forces.

How you will be evaluated:

In order to qualify for this position, your resume must provide sufficient experience and/or education, knowledge, skills, and abilities to perform the duties of the specific position for which you are being considered. You should list any relevant performance appraisals and incentive awards in your resume as that information may be taken into consideration during the selection process. If selected, you may be required to provide supporting documentation. Your resume is the key means we have for evaluating your skills, knowledge, and abilities as they relate to this position; therefore, we encourage you to be clear and specific when describing your experience. When the application process is complete, we will review your resume to ensure you meet the hiring eligibility and qualification requirements listed in this announcement.

If after reviewing your resume and supporting documentation, a determination is made that you inflated your qualifications and/or experience, your score may be adjusted to more accurately reflect your abilities or you may be found ineligible/not qualified. If selected, you may be required to provide supporting documentation.

Please follow all instructions carefully. Errors or omissions may affect your rating or consideration for employment.

All eligibility, qualifications, and time-in-grade requirements must be met by the closing date of this announcement.

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., professional, philanthropic, religious, spiritual, community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment.

Conditions of Employment:

- You must be a US Citizen.
- Males must be registered or exempt from Selective Service. www.sss.gov
- Selectee must be determined suitable for federal employment.
- Selectee may be required to successfully complete a trial period.
- Selectee is required to participate in the direct deposit pay program.
- Selectee may be required to successfully complete a polygraph examination
- See special requirements section for additional requirements.

Selectee must complete a Special Background investigation and receive a favorable adjudication by a determining authority. A Top Secret security clearance is a requirement of this position and access to Sensitive Compartmented Information (SCI). Failure to obtain and maintain this required level of clearance may result in the withdrawal of a position offer or removal. If you possess a security clearance, please indicate the level and termination date in your resume. If you are a current federal employee, please submit your most recent SF-50.

Successful completion of a pre-employment drug test is required. A tentative offer of employment will be rescinded if the applicant fails to report to the scheduled drug test appointment. Incumbents of drug testing designated positions will be subject to random testing. Drug test results will be provided to the employing activity/command.

All Defense Intelligence positions under the Defense Civilian Intelligence Personnel System (DCIPS) are in the excepted service by specific statute, 10 U.S.C. 1601. This position is in the excepted service.

Required 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,



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starting and end dates (Mo/Yr), hours per week & salary. If you are a current Federal employee, you must provide your most recent SF-50 as well as an SF-50 from over one year ago. Note: Only the last resume received will be reviewed.

EEO Statement: The United States Government does not discriminate in employment on the basis of 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.

DCIPS Statement: This position is a Defense Civilian Intelligence Personnel System (DCIPS) position in the Excepted Service under 10 U.S.C. 1601. Non-DCIPS applicants selected for a DCIPS position must acknowledge in writing, prior to actual appointment to the DCIPS position, that the position for which he or she has been selected is in the excepted service and covered by DCIPS. Federal employees currently serving in the competitive service must also acknowledge that they will voluntarily leave the competitive service by accepting an offer of employment for a DCIPS position. This acknowledgement is necessary as movement between the excepted service and competitive service may be limited if the employee does not possess competitive status.

How to Apply:

1. Email your resume to MTAC_Career_Opportunities@ncis.navy.mil, including the full job title in the email subject line
2. Resume must be submitted by 11:59 pm Eastern Standard Time (EST) on the closing date
3. For additional information please email MTAC_Career_Opportunities@ncis.navy.mil

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.