



DEPARTMENT OF NAVY

Naval Intelligence Vacancy Announcement

Intelligence Specialist (Deputy Human Intelligence Operations Chief)

Open Period: 8/5/2022 – 8/12/2022

KEY POSITION DETAILS

Salary Range: \$126,233-164,102

Series & Grade: GG-0132-14

Org Code/Org Title: BSO15/NIA-N3

Announcement #: NIA-2022-005

Position Information: Permanent/Full Time

Duty Location: NSF-A, Arlington, VA

Relocation Expenses Reimbursed: Not Authorized

PCS Expense Authorized: Not Authorized

Travel Required: Occasional, May be Required

Who May Apply: Current Department of Navy or Intelligence Community Federal Employees

Security Clearance: Top Secret/SCI

Supervisory/Non-Supervisory: Non-Supervisory

Drug Testing: Yes

Obtain/Maintain Certifications:

JOB SUMMARY

Serves as Deputy Human Intelligence (HUMINT) Operations Chief at Naval Intelligence Activity, Operations Oversight Department (N2X). Performs oversight and management of organizational HUMINT activities and provides expert advice on HUMINT doctrine, policies, and operations to seniors on the OPNAV Staff to include the Director of Information Warfare, other OPNAV staff elements, and Navy seniors on a wide range of HUMINT issues including operational execution, policy, regulatory guidance and DoD/community coordination in coordination with the HUMINT Operations Cell (HOC) Chief.

Specific Duties

- Engages with geographically dispersed Fleets and organic Navy elements to identify areas where policy, advocacy, and guidance would facilitate and enable Navy HUMINT operations. Reviews and provides oversight to Navy HUMINT programs to ensure most effective use of resources in support of Navy requirements. Communicates via multi-media (writing, verbally and visually) with stakeholders to ensure identification of requirements, pursuit of strategic objectives, and adherence to policy and regulations.
- Prepares, coordinates, and presents briefings on policy and associated documents, including, but not limited to, strategies, instructions, directives and memorandums on HUMINT operations to Navy HUMINT Enterprise stakeholders. Develops and maintains a relationship with DoD and IC partners to facilitate and coordinate Navy HUMINT activities.
- Ensures synchronization of HUMINT Branch supporting functions (i.e. collection management, source management, etc.) to provide efficient and timely support to Navy operational elements in addition to recommendations and updates to Navy leadership. Provides input with regards to short and long term strategy of Navy HUMINT.
- Serve as the liaison officer to the Defense Intelligence Agency Directorate of Operations through the Community Coordination Office, representing Navy CI/HUMINT interests and equities. On behalf of the Navy, integrate into decision making that effects the Navy CI/HUMINT Enterprise. Wherein there are Navy equities; review and coordinate on plans and procedures throughout the HUMINT Enterprise and greater IC. Maintains awareness of Defense HUMINT Enterprise and



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national level Intelligence Community initiatives and informs senior Navy leadership of impacts to Navy HUMINT programs and requirements. Prepare discussion items, tailored notes, and recommendations to Navy senior leadership, via the HOC chief and Deputy N2X, in preparation for community governance meetings.

- Performs other duties as assigned.

Specialized Experience & Minimum Qualifications

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. Qualifying experience is demonstrated through the following competencies:

- WRITTEN COMMUNICATION
- PROBLEM SOLVING
- PARTNERING
- ORAL COMMUNICATION
- READING AND INTERPRETING REGULATIONS
- STRATEGIC THINKING

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>

Selective Placement Factor:

Graduate of the following courses:

- MAGTF CI/HUMINT
- SOC
- ASOC/DATC;
- MOTC/FTC/OTC/DOQC

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



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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

How to Apply

1. Click on: <https://navy.hirevue.com/signup/xa6W9MZVMJmU8MxuW38tPM/>
2. 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.
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. Please contact Stephanie Kiessling if you have any questions or concerns at Stephanie.F.Kiessling.civ@us.navy.mil.

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. GS-0132-13 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.