



U.S. Army Intelligence and Security Command
Vacancy Announcement
INSCOM-AFSC-07172024-002
Intelligence Specialist (Operations) GG-0132-13 Worldwide

Intelligence Specialist (Operations)
Open Period: 17 July 2024 – 01 August 2024
Open to all US Citizens

KEY POSITION DETAILS

Salary Range: \$88,520 - \$115,079
Series & Grade: GG-0132-13
Job Title: Intelligence Specialist (Operations)
Position Information: Full Time Excepted
Service Permanent
Duty Location: Multiple Vacancies worldwide

Travel Required: Up to 25% of the Time
Who May Apply: All U.S. Citizen
Security Clearance: Top Secret/SCI
Supervisory/Non-Supervisory: Supervisory
Drug Testing: Yes
Obtain/Maintain Certifications: Yes
Relocation Expenses Reimbursed: May be Authorized
PCS Expense Authorized: May be Authorized
Incentives: May be Authorized

Marketing Message

Civilian employees serve a vital role in supporting the Army mission. They provide the skills that are not readily available in the military, but crucial to support military operations. The Army integrates the talents and skills of its military and civilian members to form a Total Army.

Job Summary

These are Military Intelligence Civilian Excepted Career (MICECP) positions within the Defense Civilian Intelligence Personnel System (DCIPS). Employees occupying DCIPS positions are in the Excepted Service and must adhere to U.S. Code, Title 10, as well as Department of Defense Instruction 1400.25. This position is located at the U.S. Army Intelligence and Security Command, MICECP. This vacancy announcement will fill positions at worldwide locations. If selected, the initial assignment will be to the position and the duties described and in accordance with MICECP procedures. Additionally, the selectee will be subject to involuntary reassignment at the assigned grade level into a position worldwide based on the program needs. Generally, rotations occur every 5-7 years. The selectee is also subject to deployments in support of United States contingency operations.

Specific Duties

- Incumbent serves as an Intelligence Specialist and full performance Counterintelligence Special Agent in the Military Intelligence Excepted Career Program (MICECP).
- Plans, oversees, and conducts the full range of Counterintelligence (CI) and Counterespionage (CE) investigations, operations Security (OPSEC) and CI special operations and CI collections in direct support of the assigned unit's CI mission.
- Determines requirements, conducts liaison, and conducts appropriate CI and OPSEC services and operations at supported organizations.
- Prepares and implements associates CI investigative and operational reports, plans and memoranda in accordance with Army and DoD policies.
- Prepares timely and proper requisite documents during all phases of collection assignments. Ensures appropriate coordination with all government agencies in support of assigned collection operations.

Specialized Experience & Minimum Qualification

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.

Specialized experience is defined as experience Conducting Counterintelligence (CI), Counterespionage (CE), and/or Counterterrorism (CT) operations/investigations; preparation of associated CI/CE/CT reports, plans, and memoranda; and, participating with intelligence community personnel to exchange information, resolve issues and conducting liaison with intelligence partners.

SELECTIVE PLACEMENT FACTOR: Army Counterintelligence (ACI) Special Agents are required to complete CI-related courses and must hold ACI badges and credentials (B&C) to be considered full performance and perform the duties of the positions held. Applicants must demonstrate they currently hold ACI B&C or have a completed approved courses and be eligible for ACI B&C. Acceptable courses are Counterintelligence Special Agent Course (CISAC), Counterintelligence Officer's Course (CIOC), Counterintelligence Agents Course (CIAC) or equivalent DoD courses for which an exception to policy can be initiated leading to ACI B&C.

Highly desirable experience is defined as graduation from any of the following certifying courses; CIOC or equivalent, AFCIOC modules, FLETC, CDTI, TSCM. Five years of counterintelligence investigative or operational assignments and proficiency in foreign languages are highly desirable.

Qualifications for the GG-13 grade level: To qualify applicants must possess one year of specialized experience equivalent to the next lower grade/level (GS/GG-12). 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>.

You will be evaluated on the basis of your level of competency in the following areas:

- Counterintelligence
- Intelligence Operations
- Partnering
- Technical Competence

NOTE: Creditable experience may include previous military experience, experience gained in the private sector, or experience gained in another government agency so long as it was at a level at least equivalent to the next lower grade in the series.

Conditions of Employment

1. Must be able to obtain and maintain a Top Secret security clearance based on a T5 (or equivalent level) investigation with eligibility for sensitive compartmented information (SCI).
2. Must be willing to undergo and successfully complete a counterintelligence-scope polygraph examination on a pre-appointment and periodic basis.
3. In accordance with Change 3 of AR 600-85, Alcohol and Drug Abuse Prevention and Control Program, must successfully pass a urinalysis for illegal drug use prior to appointment and periodically thereafter.
4. All INSCOM employees may be subject to extended TDY or worldwide deployments during crisis situations to perform mission essential functions as determined by management.
5. Must sign and comply with the provisions of a mobility (rotation) agreement. Mobility may include unaccompanied tours.
6. Temporary Duty (TDY) Travel may be required 25% or less of the time.
7. Must successfully complete all required certification courses and training for the discipline, position, and grade as directed by the CG, INSCOM, the MICECP Program Manager or otherwise established in the program manager guide. In accordance with the MICECP Career guide, the incumbent of this position must successfully complete the CI Special Agent Course, Fort Huachuca, Arizona.

Additional Information

- Male applicants born after December 31, 1959, must complete a Pre-Employment Certification Statement for Selective Service Registration.
- You will be required to provide proof of U.S. Citizenship.
- Two-year trial period may be required.
- Direct Deposit of Pay is required.
- If you have retired from federal service and you are interested in employment as a reemployed annuitant, see the information in the Reemployed Annuitant (https://acpol2.army.mil/chra_dodea/retiree.pdf) information sheet.
- This is a Career Program (CP) 35 position.
- Salary includes applicable locality pay or Local Market Supplement.
- When you perform a Civilian Permanent Change of Station (PCS) with the government, the Internal Revenue Service (IRS) considers the majority of your entitlements to be taxable. Visit <https://www.dfas.mil/civilianemployees/civrelo/Civilian-Moving-Expenses-Tax-Deduction/> for more information.
- Permanent Change of Station (PCS) allowances may be authorized, subject to the provisions of the Joint Travel Regulations and an agency determination that a PCS move is in the Government Interest.
- Recruitment, Retention and Relocation Incentives may be authorized.
- Must be able to satisfy the requirements of the 26JUL12 DODI 1400.25 V1230: Visit <http://www.dtic.mil/whs/directives/corres/pdf/140025v1230.pdf>.
- The initial length of this overseas tour is 1-3 years depending on duty location.
- Applicants must comply with the Exceptional Family Member Program requirements as outlined in the DoD Instructions 1315.19 at <http://www.dtic.mil/whs/directives/corres/pdf/131519p.pdf>
- U.S. Citizens overseas under ordinarily resident status are not eligible for appointment under the Status of Forces Agreement.
- On this overseas accompanied tour, medical and DoDDS special education services may not be

available in the immediate location of this position.

- In the overseas areas, access for civilian employees and their families to military medical and dental treatment facilities is on a space-available and reimbursable basis only. Medical care may be provided by host nation providers. The availability and level of care at host nation medical facilities will vary by location. Movement overseas may require you to initiate a change in your health benefits plan to ensure coverage.
- Salary includes applicable Target Local Market Supplement of 33.26%, subject to change.
- Candidates initially selected from the U.S. may be eligible for certain foreign area benefits.
- For positions in a foreign country, that country's laws or international agreements may have a direct impact on the ability of an employee's same sex domestic partner or spouse to accompany the employee and receive certain benefits. If you believe you may be affected by these laws and agreements, you should familiarize yourself with relevant information found at <http://cpol.army.mil/library/permis/2801ss.html> before applying for or accepting this 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.

The Department of the Army provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of this application hiring process, please notify the Hosting HR Specialist for assistance. Your requests for reasonable accommodation will be addressed on a case-by-case basis.



How to Apply

WARNING: DO NOT INCLUDE CLASSIFIED INFORMATION IN YOUR APPLICATION PACKET! Application packages that contain Classified information **WILL NOT** receive consideration for this position. Should you submit a resume or any other document as part of your application package and it is confirmed that any of the information is Classified, in addition to being found ineligible for consideration for this position, your Security Office will be notified to determine if any further action is warranted.

1. **You must upload your resume and any supporting documents before hitting start on the link.** <https://armyintel.hirevue.com/signup/7jgUXYMaPckvrWe8eRSdT8/>
2. **To meet the Selective Placement Factor requirement, you must upload a copy of a training certificate or proof of completed coursework for the courses identified above. Failure to provide the required documentation will disqualify your application from further consideration.**
3. Once the documents are visible on the sign in screen, select the “start” button to apply and complete the basic assessment.
4. Please do not upload documents that contain PII without redacting sensitive information. Do not upload any **classified** information with your application submission.
5. 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.
6. For additional assistance, please email the MICECP Recruiting and Accessions Team at usarmy.meade.usafsc.mbx.micecp-div-recruiting@army.mil include INSCOM-AFSC-07092024-01 Intelligence Specialist (Operations) GG-0132-13 Worldwide 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-0132-13 on your resume for each Federal position. You are required to submit acceptable documentation of your appointment eligibility, by submitting a copy of your last or most recent SF-50, Notification of Personnel Action **upon request after application.**
- Veterans: You are required to submit acceptable proof of your preference or appointment eligibility. Acceptable documentation is a DD Form 214, "Certificate of Release or Discharge from Active Duty," showing dates of service, as well as character of service (Honorable, General, etc.) and time lost (if any). The member 4 copy of your DD Form 214 is required as well as any documentation concerning a disability (SF-15 and Veterans Affairs Notification of Preference) **upon request after application.**
- **Additional supporting documentation may be requested as necessary.**

Fair & Transparent

The Federal hiring process is set up to be fair and transparent. Please read the following guidance.

[Equal Employment Opportunity \(EEO\) Policy](#)

[New employee probationary period](#)

[Reasonable accommodation policy](#)

[Signature and false statements](#)

[Financial suitability](#)

[Privacy Act](#)

[Selective Service](#)

[Social security number request](#)

