



U.S. Army Intelligence and Security Command

Vacancy Announcement

INSCOM-ASO-04132026-01

Intelligence Specialist (Operations)

Open to Current INSCOM Employees
Open Period: 04/13/2026 – 04/17/2026

KEY POSITION DETAILS

Salary Range: \$121,785 - \$158,322
Series & Grade: GG-0132-13
Job Title: Intelligence Specialist (Operations)
Duty Location: Fort Belvoir, VA
Relocation Expenses Reimbursed: May be Authorized
PCS Expense Authorized: May be Authorized
Incentives: May be Authorized

Travel Required: 25% or less of the time
Who May Apply: Current INSCOM DCIPS Employees
Security Clearance: Top Secret/SCI
Supervisory/Non-Supervisory: Non-Supervisory
Drug Testing: Yes
Obtain/Maintain Certifications: N/A
Position Information: Full Time Excepted Service Permanent

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

This position is located at the U.S. Army Intelligence and Security Command, Army Security Office (ASO) Security Vetting Office (SVO) Division Fort Belvoir, Virginia. Serves as an Intelligence Specialist (Operations), a member of the Security and Vetting Directorate, United States Army Intelligence and Security Command (INSCOM) and an organizational expert for the identification of Insider Threats to DoD from Army/DoD Force Protection Status personnel, potential or actual infiltrators to the Army or DoD that have associations to international terrorism, with Foreign Intelligence Services, those who pose a potential threat to the National Security of the United States, or those that pose a potential threat to USG/DoD/Army personnel or facilities. Conducts multi-discipline intelligence research and analysis with specific emphasis in the following areas of expertise: counterintelligence, CI support to Technology and Infrastructure Protection, counter-terrorism, threat finance, international terrorist organizations, hostile intelligence operations, capabilities, and threat trends, trafficking, transnational crime, organized criminal activity and Foreign Intelligence Entities that pose a risk to Army or DoD equities across Army-directed Screening and Vetting (SaV) programs. Utilizes these capabilities to support communication of potential threats and production of intelligence products to stakeholders, with specific emphasis in the area of identification of USG/DoD/Army Insider Threats.

Specific Duties

- Serves as the Intelligence Specialist (Operations) for the Assistant Chief of Staff, G2, Security Vetting Office (SVO), conducting multi-discipline intelligence research and analysis with specific emphasis on counterintelligence (CI), CI support to Technology and Infrastructure Protection, insider threats, and foreign

intelligence entities (FIE) that pose a risk to Army or DoD equities across Army-directed screening and vetting (SaV) programs.

- Uses intelligence analytical tradecraft to fuse fragmented and raw data in order to prepare multi-discipline intelligence products.
- Stays informed of technical capabilities, operations, potential targets, methods of operations, and other developments within assigned areas to conduct counter Insider Threats operations to the Army and DoD.
- Resolves potential derogatory information concerning an applicant in relation to Insider Threats, counterintelligence, or international terrorism matters.

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.

Qualifications for the GG-13 grade level: To qualify based on your experience, your resume must describe at least one (1) year of specialized experience equivalent to at least the GG/GS-12 grade level in the Federal service which prepared you to do the work in this job. Specialized experience is defined as experience supporting insider threat identification and force protection missions within an intelligence organization.

Progressively responsible experience is that which has included intelligence-related research, analysis, collections and /or operations. This experience should have included intelligence analysis and/or production, intelligence collection and/or operations, counterintelligence, or insider threat support directly related to the position to be filled. This experience should demonstrate: Knowledge of intelligence processes, intelligence cycle and intelligence/counterintelligence organizations; Knowledge of and ability to use data mining tools to track and produce statistical products and assessments; Knowledge of the systems, procedures and methods of analyzing, compiling, reporting and disseminating intelligence data; and/or Knowledge of organization(s) for and methods of collecting and analyzing intelligence data.

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>

In addition to the specialized experience listed above, your resume must show you have experience demonstrating each of the four competencies below.

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

- Insider Threat
- Production and Analysis
- Counterintelligence (CI) Operations
- Intelligence and Threat Support (I&TS)

Education: This job does not have an education qualification requirement.

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

- 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).
- 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.
- All INSCOM employees may be subject to extended TDY or worldwide deployments during crisis situations to perform mission essential functions as determined by management.
- TDY will be required 25% or less of the time.
- Must be willing to undergo and successfully complete a counterintelligence-scope polygraph examination with No Deception Indicated (NDI) when required and on a periodic basis thereafter.

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. AS
- 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.

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 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/35VhaCKnPLqgAWchm5j7HyD/>
 2. **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 personal information (SF-50, DD-214). 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 ASO Point of Contact, Kymberly Richards, at kymberly.d.richards.civ@army.mil include INSCOM-G1-04032026-01 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. **Note:** Your resume must be limited to two pages or less and must clearly demonstrate the specialized experience required for this position, as outlined in the job announcement. Resumes exceeding two pages will not be considered and will result in disqualification from the application process.
 - If you are a current Federal employee or previous Federal employee, provide your pay plan, series and grade level i.e. GG-0201-013 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 Trial Period](#)

[Reasonable Accommodation Policy](#)

[Signature and false statements](#)

[Financial suitability](#)

[Privacy Act](#)

[Selective Service](#)

[Social security number request](#)