



# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

## General Position Information

**Job Title:** Chief, IC Systems Integration

**Position Number:** 14495

**Position Grade:** GS-15

**Salary Range:** 122,530 – 172,500 (not applicable for detailees)

**Vacancy Open Period:** 07/12/2021 – 08/10/2021

**Position Type:** Cadre, Detailee

**Who May Apply:** Internal and External Candidates, Detailees

**Division:** DNI/ICCIO/AIG

**Duty Location:** Bethesda, MD

**Security Clearance:** TS/SCI with CI Polygraph

**Travel Required:** 0-25% Travel

**Relocation Expenses:** For new ODNI employees, reimbursement for relocation is discretionary based on availability of funds.

**Job Interview Travel:** Candidates from outside the Washington, D.C., area may be selected for a telephone, teleconference, or in-person interview. If selected for an in-person interview, any travel or lodging will be at the applicant's personal expense.

## Position Information

This is an opportunity for:

- An internal or external candidates to fill a GS-15 cadre position.

**\*\*\*THIS IS A STAFF RESERVE TERM-LIMITED POSITION\*\*\***

- If hired at the GS-15 position you will be hired as a staff reserve
- Staff reserve appointments are term-limited appointments of one year, with a possible renewal of up to one year, not to exceed a cumulative total of two years of service.
- A Federal Government employee to serve on a two-year reimbursable detail assignment in the ODNI. The detail assignment may be extended an additional year if all parties agree.

## Who May Apply

Current GS employees at the same grade or one grade lower as the advertised position grade may apply.

Former members of the Peace Corps may be considered for ODNI employment only if five full years have elapsed since separation from the Peace Corps.



# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

- For a cadre assignment:
  - Current ODNI permanent cadre.
  - Candidates outside the Federal Government.
  - Current Federal Government employees. (Current GS employees at the same grade or one grade lower as the advertised position grade may apply.)
- For a detailee assignment:
  - Current Federal Government employees. (Current GS employees at the same grade or one grade lower as the advertised position grade may apply.)

## Salary Determination

- The ODNI uses a rank-in-person system in which rank is attached to the individual.
- A selected ODNI candidate or other Federal Government candidate will be assigned to the position at the employee's current GS grade and salary.
- For a selected non-Federal Government candidate, salary will be established within the salary range listed above, based on education and experience.

## Component Mission:

The Intelligence Community (IC) Chief Information Office is responsible for advancing the Intelligence Community's mission by driving secure collaboration, integration, and information sharing; identifying and addressing information enterprise risks; and providing strategic leadership and oversight of the Intelligence Community's enterprise architecture and enterprise information technology.

The Intelligence Community Chief Information Officer (CIO) is responsible for advancing the IC's mission by driving secure collaboration, integration, and information sharing; identifying and addressing information enterprise risks; and providing strategic leadership and oversight of the IC's enterprise architecture and enterprise information technology. As we took a look at our current strategic resource planning, the Chief, IC Enterprise Architecture and the Chief IC Systems Integration are key positions to achieve statutory requirements, maintain architectural consistency, and enable effective planning, programming, and oversight of IC technology investments. Our inability to fill these critical positions after repeated attempts through internal means degrades the Architecture Integration Group's (AIG) ability to meet its responsibilities and achieve greater integration across the IC and with external partners.

## Major Duties and Responsibilities:

- Provide expert consultation on complex integration projects or programs that may have ill-defined requirements, ambiguity, parallel tasks, multiple dependencies, high risks, and multiple interfaces.
- Manage the design, construction, testing, and implementation of technical and functional specifications; provide technical oversight and initiate, plan, implement, and coordinate activities throughout the life of the project.



# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

- Exercise independent judgment on engineering integration solutions and alternative design options to meet customer requirements and provide engineering guidance focused on improving IT integration and interoperability across the Intelligence Community (IC).
- Provide expert advice to de-conflict complex functional requirements into underlying technical requirements and recommend "best fit" allocation of those requirements. Direct and oversee the development of technical and systems requirements.
- Conduct technical research on such topics as operational guidelines, best practices, standards, integration issues, and consults on design patterns and insertion of new IT services or solution to enhance intelligence mission effectiveness and integration.
- Manage the expectations of senior-level customers and ensure the delivery of quality products and services; leads the examination of project/program outcomes.
- Leads and guides the team in the identification and mitigation of project risks.
- Leads and oversees complex IT projects and programs that may include ill-defined requirements, ambiguity, parallel tasks, multiple dependencies, high risks, and multiple interfaces; ensures alignment with strategic and corporate objectives; ensures plans and schedules are developed and followed throughout the life of the project.
- Analyze, define, and document requirements for data, workflows, logical processes, integration, hardware and operating system environments, network connectivity, systems interfaces, internal and external checks and controls, and outputs.
- Participate in the design, evaluation, selection, implementation, integration, and support of development and production support tools and platforms.
- Direct and lead IC Chief Information Officer technical engagement that enhances and improves integration and interoperability of IT services developed by independent service providers.



# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

- Provide significant thought leadership and influence the development of reference architectures (strategic elements, design patterns, implementation patterns) to ensure integrated and interoperable solution development and enhancement over their lifecycle.
- Guide the development of interoperability test plans, building upon the component test plans developed by the service providers; coordinate the testing of new capabilities with other elements to ensure all equities are covered in the test process.
- Oversee the progress of technical requirements and constraints for the IC Information Environment (IE) to provide input to foundational technical documents, including but not limited to, program architectural or technical artifacts, business cases, analysis of alternatives, and concept of operations.
- Review and analyze design and implementation plans from IC IE service providers, with a focus on common service adoption and compliance with IC standards to improve integration and interoperability across the IC.
- Advise on the development of materials and information needed for the community Collaboration, Education and Awareness Training sessions and participate with outreach efforts as required.
- Guide the development of systems engineering plan guidance, derives technical requirements, and provides engineering assessments in support of strategy and program milestones.

## **Mandatory Requirements:**

- Expert program management, analytic, and critical thinking skills, including the ability to conduct program and management assessments, identify needs and requirements, and develop non-linear process improvement recommendations for implementation across the IC.
- Expert experience providing leadership, oversight, and guidance; managing and mitigating risks, assessing customer requirements, identifying dependencies, and developing responsive project plans; and estimating costs and other resources using quantitative analysis to project requirements.
- Superior interpersonal, organizational, and problem-solving skills, including a demonstrated ability to work effectively both independently and in a team or collaborative environment.
- Expert ability to communicate complex information orally and with writing in a clear, concise manner targets and meets the needs of diverse audiences with different perspectives and objectives.



# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

- Superior ability to assess, clarify, and convey understanding of others' ideas, comments, and questions as well as to integrate and build upon diverse opinions in a manner that encourages the formation of integrated solutions and positions.

## Desired Requirements

- Eight years of program management or systems engineering experience on a major, cross organizational IT service development program with experience in federal programs within the last ten years. Federal experience can be either as Federal civilian or as a prominent member of industry team.
- Bachelor's degree in business, computer science, engineering, information science, information systems management, mathematics, operations research, statistics, or technology management or degree that provided a minimum 24 semester hours in one or more of the fields identified above and required the development or adaptation of applications, systems, or networks.

## Key Requirements and How to Apply

Internal ODNI Candidates:

A complete application package must include:

- RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.
- PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required in the cover letter if the applicant is unable to provide the two most recent evaluations.
- VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.
- COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

**Internal ODNI Cadre Candidates *must* submit an application through the classified [JobsDNI website](#).**

For current employees who do not currently have access to internal systems, applications should be sent to either [DNI-HR-HRM-TEAMB-Mailbox@cia.ic.gov](mailto:DNI-HR-HRM-TEAMB-Mailbox@cia.ic.gov) (classified email system) or [Recruitment\\_TeamB@dni.gov](mailto:Recruitment_TeamB@dni.gov) (unclassified email system).

All attachments should be in Microsoft Word or Adobe PDF format.

Applications submitted through the classified email system should NOT contain classified information above the TS//SI//TK//NOFORN level.



# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

## External Candidates:

### Key Requirements:

- U.S. Citizenship.
- Successful completion of CI polygraph and background investigation.
- Successful completion of an ODNI medical screening.
- A two-year trial period is required for all new permanent appointments to the ODNI.

A complete application must include:

- RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.
- PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required in the cover letter if the applicant is unable to provide the two most recent evaluations.
- VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.
- COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.
- SF-50:** Current or former Federal Government employees must provide an SF-50, "Notification of Personnel Action," to verify current federal status, position, title, grade, and organization of record.
- APPLICANTS CURRENTLY EMPLOYED BY A COMPETITIVE SERVICE AGENCY:** Must provide a written statement that they understand that, if selected for a position with ODNI, they are leaving the competitive service voluntarily to accept an appointment in the excepted service.

**WHERE TO SUBMIT:** *External Candidates must submit an application through the [www.intelligencecareers.gov](http://www.intelligencecareers.gov).* All attachments should be in Microsoft Word or Adobe PDF format.

### CURRENT FEDERAL EMPLOYEES APPLYING FOR A DETAIL ASSIGNMENT:

**Applicants from federal agencies within the Intelligence Community (IC)** may be considered for this position as a reimbursable detailee, if endorsed by the employing agency. Applicants must have current TS/SCI clearances with polygraph or have the ability to obtain one. The ODNI does not conduct polygraphs or provide security clearances for detailees. ***Applicants from within the IC must submit an application through the classified IC Joint Duty Program website.***



# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

## Applicants from federal agencies outside the IC must provide:

- a. **WRITTEN ENDORSEMENT:** From the employing agency concurring with the detail.
- b. **RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.
- c. **PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required in the cover letter if the applicant is unable to provide the two most recent evaluations.
- d. **VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.
- e. **CURRENT SF-50:** Federal Government employees must provide an SF-50, "Notification of Personnel Action" to verify current federal status, position, title, grade, and organization of record. Please disregard if you are not a Federal Government employee.
- f. **COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

**WHERE TO SUBMIT:** Applications should be sent to either [DNI-HR-HRM-TEAMB-Mailbox@cia.ic.gov](mailto:DNI-HR-HRM-TEAMB-Mailbox@cia.ic.gov) (classified email system) or [Recruitment\\_TeamB@dni.gov](mailto:Recruitment_TeamB@dni.gov) (unclassified email system).

All attachments should be in Microsoft Word or Adobe PDF format.

Applications submitted through the classified email system should NOT contain classified information above the TS//SI//TK//NOFORN level.

### All Applicants:

**APPLICATION PACKAGES MUST CONTAIN ALL ITEMS LISTED ABOVE. AN INCOMPLETE APPLICATION PACKAGE WILL BE INELIGIBLE FOR CONSIDERATION.**

Your application **MUST** be received by midnight on the closing date of this announcement. Applications received after the closing date will NOT be eligible for consideration.

### What to Expect Next

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received, applicants will be contacted **ONLY** if they have been selected for an interview.

### Agency Contact Information

ODNI Recruitment; Phone: 301-243-1318; Email: [Recruitment\\_TeamB@dni.gov](mailto:Recruitment_TeamB@dni.gov)





# OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

## Other Information

The ODNI is an excepted service agency, therefore because this position is in the excepted service, it may not be filled by competitive appointment, and acceptance of the proposed appointment will take applicants in competitive service positions outside the competitive service while occupying the excepted service position.

The ODNI offers a broad array of benefits programs and family friendly flexibilities for ODNI cadre.

- Federal Employees Health Benefits Program: <http://www.opm.gov/insure/health/index.asp>
- Life Insurance: <http://www.opm.gov/insure/life/index.asp>
- Long-Term Care Insurance: <http://www.ltcfeds.com>
- Federal Employees Retirement SYSTEM (FERS) (new employees automatically covered):  
<http://www.opm.gov/retire/index.asp> If you are transferring from another agency and covered by the Civil Service Retirement System (CSRS), you may continue in that system.
- Annual and Sick Leave: <http://www.opm.gov/oca/leave/index.asp>
- Flexible Spending Accounts for Health Care and Dependent Care: <http://www.fsafeds.com/fsafeds/index.asp>
- Paid Federal Holidays
- Alternative Work Schedules

The ODNI is an equal opportunity employer and abides by applicable employment laws and regulations.

**REASONABLE ACCOMMODATIONS FOR PERSONS WITH DISABILITIES:** The ODNI provides reasonable accommodations to otherwise qualified applicants with disabilities. IF YOU NEED A REASONABLE ACCOMMODATION for any part of the application and hiring process, please notify the Intelligence Community Equal Employment Opportunity and Diversity Office Representative by classified email at [DNI\\_Reasonable\\_Accommodation\\_WMA@cia.ic.gov](mailto:DNI_Reasonable_Accommodation_WMA@cia.ic.gov) and [DNI\\_Diversity\\_WMA@cia.ic.gov](mailto:DNI_Diversity_WMA@cia.ic.gov), by unclassified email at [DNI\\_DRA@dni.gov](mailto:DNI_DRA@dni.gov), by telephone at 703-275-3900 or by FAX at 703-275-1217. Your request for reasonable accommodation will be addressed on a case-by-case basis. **PLEASE DO NOT SUBMIT YOUR APPLICATION TO THE EEOD EMAIL ADDRESS. THIS EMAIL IS FOR REASONABLE ACCOMMODATION REQUESTS ONLY. PLEASE SUBMIT YOUR APPLICATION VIA THE EMAIL ADDRESS PROVIDED IN THE 'HOW TO APPLY' SECTION ABOVE.**