



## General Position Information

**Job Title:** 14495 - Chief Systems Integrator, DNI/ICCIO - GS-15

**Salary Range:** \$144,128 - \$172,500 (not applicable for detailees)

**Vacancy Open Period:** 01/07/2021 - 01/22/2021

**Position Type:** Cadre, Detailee

**Who May Apply:** Internal ODNI Candidates, Detailees

**Division:** DNI/ICCIO

**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 detailee candidate to fill a GS-15 cadre position.
- 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 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.

- For a cadre assignment:
  - Current ODNI permanent cadre.
  - Current ODNI Staff Reserve Employees. (A staff reserve employee who currently occupies this position may not apply.)
  - Current Federal Government employees. (Current GS employees at the same grade than the advertised position grade may apply.)
  - Candidates outside the Federal Government.



- For a detailee assignment:
  - Current Federal Government employees. (Current GS employees at the same grade than 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.
- A current Federal Government employee, selected for a detail, will be assigned to the position at his or her current grade and salary.

## 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.

## Major Duties and Responsibilities (MDRs)

- 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.
- Exercise independent judgment on engineering integration solutions and alternative design options to meet customer requirements and provide guidance to junior engineers in the design and development of engineering solutions.
- Provide expert advice to de-conflict complex functional requirements into underlying technical requirements and recommend "best fit" allocation of those requirements. Develop technical and systems requirements.
- Conduct technical research on such topics as operational guidelines, best practices, standards, integration issues, and consults on design patterns and procedures for installation of hardware, software, or network components.
- 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.



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- Participate in the design, evaluation, selection, implementation, integration, and support of development and production support tools and platforms.
- Oversee the effective integration and interoperability of disparate capabilities developed by separate service providers.
- 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 that all equities are covered in the test process.
- Serve as the Independent Validation and Verification test director, conducting the technical functionality testing and coordinating the activities of other elements as they conduct the Analysis and Accreditation testing and the user functionality test.
- Oversee the development of technical requirements and constraints for the IC IE to provide input to foundational technical documents, including but not limited to, program architectural or technical artifacts, business cases, analysis of alternatives, and the concept of operations.
- Review and analyze implementation plans from SoCCs, IC IE service providers, and other CSRs 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.
- Review and analyze implementation plans from IC IE service providers (IC agencies responsible for implementing IC ITE initiatives) across the IC.
- Support the IC CIO through the development, delivery, socialization, system integration, validation, verification and engineering assessments in support of major program milestones.

## **Mandatory and Educational 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 Intelligence Community.
- Expert experience in providing leadership, oversight, and guidance to the effective management of complex projects; in managing and mitigating risks, assessing customer requirements, identifying dependencies, and developing responsive project plans; in 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 and to lead and mentor junior colleagues.
- Expert ability to communicate, both verbally and in writing, complex information in a clear, concise manner that is targeted to and meets the needs of diverse audiences with different perspectives and objectives.
- Superior ability to listen to, 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

- One year of specialized experience at the next lower GS-grade (or equivalent). IT related experience maybe demonstrated by paid or unpaid experience and/or completion of specific, intensive training (for example, IT Certification). IT- related experience demonstrating each of the four competencies (Attention to Detail, Customer Service, Oral Communication, and Problem Solving).
- Four years of program or project management experience, shall include one year of experience in federal programs and project, within the last ten years. The one year on Federal programs can be either as Federal civilian or as member of industry.
- 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.



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**WHERE TO SUBMIT:** *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\\_coo\\_hrm\\_hr\\_ops\\_team\\_b\\_wma@cia.ic.gov](mailto:dni_coo_hrm_hr_ops_team_b_wma@cia.ic.gov) (classified email system) or [Recruitment\\_TeamB@dni.gov](mailto:Recruitment_TeamB@dni.gov) (unclassified email system). Applicants experiencing technical issues should contact the HR POC for guidance. Applicants submitting via JWICS are requested to submit their materials to [zackern@dni.ic.gov](mailto:zackern@dni.ic.gov) (Natalia Z.), and [mcbrije@dni.ic.gov](mailto:mcbrije@dni.ic.gov) (Jerry M.) in lieu of the group address above.

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

## **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](#).*

## **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\\_coo\\_hrm\\_hr\\_ops\\_team\\_b\\_wma@cia.ic.gov](mailto:dni_coo_hrm_hr_ops_team_b_wma@cia.ic.gov) (classified email system) or [Recruitment\\_TeamB@dni.gov](mailto:Recruitment_TeamB@dni.gov) (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to [zackern@dni.ic.gov](mailto:zackern@dni.ic.gov) (Natalia Z.) and [mcbrije@dni.ic.gov](mailto:mcbrije@dni.ic.gov) (Jerry M.) in lieu of the group address above.

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



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## 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).

## Other Information

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 703-275-3799 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 EEOC 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.**