



General Position Information

Job Title: 26424 - Chief, Continuous Monitoring and Compliance - GS-14

Salary Range: \$102,663 to \$157,709

Vacancy Open Period: 09/23/2020 - 10/8/2020

Position Type: Cadre, Detailee

Who May Apply: Internal / Detailee Candidates

Division: DNI/CIO

Duty Location: McLean, VA

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 cadre candidates to fill a GS-14 cadre position.

Who May Apply

- Current GS employees at the same grade as advertised and one grade level below the advertised 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.)
 - **For a detailee assignment:**
 - Current Federal Government employees. (Current GS employees at the same grade or one grade level below may apply.)
 - Candidates outside the Federal Government.



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 Office of the Director of National Intelligence (ODNI), Chief Operating Officer (COO) has the responsibility and authority for supervising, coordinating, providing guidance, and administering the Director of National Intelligence's (DNI) direction to the ODNI, as well as providing guidance to the ODNI centers. This includes integrating and synchronizing policy, plans, positions, procedures, and cross-functional issues. The COO is responsible for synchronizing and integrating the ODNI staff to execute all missions and tasks designated by the DNI and the Principal Deputy Director of National Intelligence (PDDNI). In addition, the COO oversees the internal management of the ODNI.

The office of the ODNI Chief Information Officer delivers high quality, secure, and cost-effective information and technology enterprise services that advance ODNI strategy, missions, and core business processes in alignment to IC strategic goals.

Major Duties and Responsibilities (MDRs):

- Serve as an expert IT Security Professional within Office of Director of National Intelligence (ODNI), leading the strategic planning and management of Information Security (INFOSEC) programs and activities.
- Serves as a principal advisor on all information security compliance matters and is a subject matter expert in implementing the ODNI's Continuous Monitoring Program.
- Lead ODNI's Continuous Monitoring and Compliance effort to assure that IT systems meet the IC's Information Assurance requirements.
- Assess ODNI IT systems for security, integrity, and availability, and complete periodic reports, in accordance with standards contained in the NIST Risk Management Framework.
- Align projects with corporate objectives. Practice good customer service. Manage and track all assigned IT projects.
- Provide senior-level analysis and review of risk considerations in context of ODNI missions, interpreting security controls and providing critical thinking in applying security controls to system design.
- Provide data collection support to ODNI Enterprise Audit and Insider Threat programs.
- Provide information system owners detailed and constructive recommendations for correction, along with references to appropriate government regulations and explanations and desired specific outcome(s) of the corrections.
- Oversee the effective integration and interoperability of disparate capabilities developed by separate service providers.
- Conduct technical research on such topics as operational guidelines, best practices, and international standards, and develop procedures for installation of hardware, software, or network components.

Mandatory and Educational Requirements



- Bachelor's degree in computer science/engineering, information science, information systems management, technology management or a closely related field, or a 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; or, at least one year of equivalent work experience in one or more of the above fields at the GS-14 level or above.
- Expert knowledge of network security architecture and systems security engineering concepts, including topology, protocols, components, and principles (e.g., application of defense-in-depth).
- 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.
- Experience with virtual and cloud computing technologies and concepts; experience with developing system security requirements.
- Understanding of capabilities of various commercial monitoring tools, such as SPLUNK, Nessus, HBSS, etc.
- 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.

Desired Requirements

- Expert familiarity with the Continuous Monitoring requirements, benefits, and strategy.
- Superior ability to balance responsibilities among project activities; ability to manage transitions effectively from task to task, adapting to varying customer needs.
- Superior ability to examine available data, applying the facts and own experience, and making sound decisions and recommendations.
- Familiarity of ODNI's organizations, hierarchies and networks.
- Familiarity with IC, CIA and ODNI regulations. to include ICD502, ICD503, CNSSI 1253, NIST SP 800-37, and NIST SP 800-53.
- Familiarity with FISMA.
- Experience working with cross-functional teams, team leads, technical leads, cyber security staff, and senior project managers.
- Superior ability to identify potential data sources, methods and techniques, and tools to automate data collection, normalization, and analysis in support of automated monitoring.
- Two years of IT security experience

Key Requirements and How to Apply

WHERE TO SUBMIT: Internal ODNI Cadre Candidates must submit an application through the classified [JobsDNI website](#).

Internal ODNI Cadre 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.



- c. **COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

For current employees who do not currently have access to internal systems, applications should be sent to either DNI_COO_HRM_HR_OPS_TEAM_A_WMA@cia.ic.gov (classified email system) or Recruitment_TeamA@dni.gov (unclassified email system).

Applicants experiencing technical issues may submit their application via email to either email system.

Applicants submitting via JWICS are requested to submit their materials to both portifa@dni.ic.gov (Faith P.) and MCCREAZ@dni.ic.gov (Zina M.) in lieu of the group address above.

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.

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: Applicants from federal agencies outside the IC should be sent to either DNI_COO_HRM_HR_OPS_TEAM_A_WMA@cia.ic.gov (classified email system) or Recruitment_TeamA@dni.gov



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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

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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.
- To verify receipt of your application package ONLY, you may call 703-275-3799.

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: 703-275-3799; Email: Recruitment_TeamA@dni.gov

Other Information

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 and DNI_Diversity_WMA@cia.ic.gov, by unclassified email at 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.**