



# 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:** 26425 - IT Project Manager (Enterprise Architecture Group Chief) - GS-15

**Salary Range:** \$137,849 - \$166,500 (not applicable for detailees)

**Vacancy Open Period:** 5/24/2019 - 5/24/2020

**Position Type:** Cadre, Detailee

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

**Division:** CIO/CIO

**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.

**\*\*\* OPEN UNTIL FILLED:** This announcement will be open until the position is filled. Cut off points are scheduled in two-week increments. After each cut-off point, all compliant applications received during the previous two weeks will be reviewed for consideration.\*\*\*

## Position Information

This is an opportunity for:

- An internal 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.



- For a detailee assignment:
  - Current Federal Government employees. (Current GS employees at the same grade 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.
- 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 Director of National Intelligence (DNI) serves as the head of the Intelligence Community (IC). The DNI also acts as the principal advisor to the President and the National Security Council for intelligence matters related to national security; and oversees and directs the implementation of the National Intelligence Program. The DNI leads intelligence integration and forges an intelligence community that delivers the most insightful intelligence possible.

The Deputy Director of National Intelligence for Enterprise Capacity (DDNI/EC) is responsible to the DNI for all matters pertaining to IC resources, workforce, systems, technology and infrastructure, with five reporting components: Acquisition, Procurement and Facilities, IC Chief Financial Officer, IC Chief Human Capital Officer, IC Chief Information Officer, and Systems & Resource Analyses.

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## Major Duties and Responsibilities (MDRs)

- Provide leadership to develop and maintain balance between autonomous requirements of IC Elements with secure, interoperability requirements of IC Enterprise.
- Provide leadership in the development and implementation of the IC Enterprise Architecture (IC EA) and supporting products by building trusted partnerships and continued enduring commitment for success.
- Provide leadership and expertise in the IC Reference Architecture Framework and process (Collaboration Reference Architecture, Identity, Credential and Access Management Reference Architecture, and The Data Reference Architecture) to ensure consistent, repeatable, and verifiable results; fostering IC ownership towards the achievement of desired outcomes.



- Lead the development/delivery of Reference Architecture strategy, purpose, scope, desired outcomes, design patterns, and implementation patterns. These patterns enable different delivery approaches, including single provider and/or federated providers that need to be integrated.
- Works very closely to align architectural design with the IC Data and Enterprise Architects.
- 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.
- Responsible for articulating how the Enterprise Architecture is improving the IC's mission functions that in turn lead to better operational results, i.e. in the warfighter, covert, and law enforcement areas.
- Responsible for leading the IC to define the future state of IT and ensures compliance with architecture and domain management.
- Leading the categorization, sequencing and dependency analysis of the enterprise core business, mission areas and shared services.
- Provide leadership and/or oversight to complex IT projects or programs that may include ill-defined requirements, ambiguity, parallel tasks, multiple dependencies, high risks, and multiple interfaces; ensure alignment with strategic or corporate objectives; lead the definition and review of customer and stakeholder requirements; ensure plans and schedules are developed and followed throughout the life of the project.
- Develop analysis of program alternatives.

## **Mandatory and Educational Requirements**

- Expert knowledge of the rules of governance and project lifecycle methodologies; considerable knowledge of Project Management concepts and principles.
- 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.
- One year of specialized experience at the next lower GS-grade (or equivalent). IT related experience may be demonstrated by paid or unpaid experience and/or completion of specific, intensive training (for example, IT Certification).
- 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.



- Deep understanding of data architecture approaches (e.g, TOGAF), industry standards and best practices (e.g., DMBOK).
- Knowledge of Cloud computing, Hadoop and/or MapReduce, Netezza, Vertica, Big Table, Pig, Terradata, and AWS.
- Experienced with information extraction and analysis techniques, practices and algorithms.
- Possess a knowledge of a variety of advanced computer science and mathematical concepts, practices, and procedures associated with the analysis of large datasets, from indexing schemes to statistical tests.

## Desired Requirements

- Master's degree in 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.
- Certifications/Licenses: FAC-C P/PM or equivalent PM certification; DOD Level III PM certification. Certification as an IT architect or enterprise architect from the Open Group, FEAC , or other industry recognized IT architecture certification program preferred.

## 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.

**WHERE TO SUBMIT: WHERE TO SUBMIT:** Applications should be sent to either [DNI\\_COO\\_TM\\_HR\\_OPS\\_TEAM\\_B\\_WMA@cia.ic.gov](mailto:DNI_COO_TM_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 both [joswida@dni.ic.gov](mailto:joswida@dni.ic.gov) (Daniel J.), [mitchsl@cia.ic.gov](mailto:mitchsl@cia.ic.gov) (Stephanie M.) in lieu of the group address above. All attachments should be in Microsoft Word or Adobe PDF format.



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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

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: WHERE TO SUBMIT:** Applications should be sent to either [DNI\\_COO\\_TM\\_HR\\_OPS\\_TEAM\\_B\\_WMA@cia.ic.gov](mailto:DNI_COO_TM_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 both [joswida@dni.ic.gov](mailto:joswida@dni.ic.gov) (Daniel J.), [mitchsl@cia.ic.gov](mailto:mitchsl@cia.ic.gov) (Stephanie 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.

**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 301-243-1318.

## **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; 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\\_COO\\_TM\\_EEOD\\_RA\\_WMA@cia.ic.gov](mailto:DNI_COO_TM_EEOD_RA_WMA@cia.ic.gov), by unclassified email at [DNI-EEOD\\_WMA@cia.ic.gov](mailto:DNI-EEOD_WMA@cia.ic.gov), by telephone at 301-243-0704 or by FAX at 301-243-1200. 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.**