General Position Information

Job Title: 29564 - Cyber Threat Intelligence Analyst - GS-13

Salary Range: $102,663 - $133,465

Vacancy Open Period: 11/20/2020 – 12/5/2020

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates

Division: MI/NIMC

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 candidate to fill a GS-14 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 may apply.

For a cadre assignment:

- For a cadre assignment:
  - Current ODNI permanent cadre.

- For a detailee assignment:
  - Current Federal Government employees. (Current GS employees at the same 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 Office of the Director of National Intelligence (ODNI) Deputy Director of Mission Integration (MI) serves as the Director of National Intelligence’s (DNI) senior leader for intelligence integration across the IC enterprise. MI is responsible for ensuring customer outcomes by leading advances in collection and analysis that ensure the quality, timeliness, and utility of insights for the nation's decision-makers. Additionally, MI is responsible for increasing expertise and improving tradecraft at all levels through specialization, integration, and collaboration. MI is responsible for the strategic vision, direction, and planning to deliver a more integrated IC reflecting the collective wisdom of our collection and analytic components to advance, in support of the National Intelligence Managers, the Unifying Intelligence Strategies (UIS).

Major Duties and Responsibilities

ODNI’s Office of the Cyber Executive’s (OCX) Intelligence Integration Section (IIS) is seeking analysts from any discipline who have strong tradecraft and interpersonal skills to join our team in leading and integrating IC analysis of foreign cyber threats from both government and non-state actors. IIS’s mission is to build understanding of foreign cyber threats to US national interests to inform decision-making by federal cyber centers, departments and agencies, and policy makers. IIS integrates information from the network defense, intelligence, and law enforcement communities; facilitates information-sharing; and produces current intelligence.

Cyber is increasingly infused in all national security topics, making this position an excellent opportunity for analysts with background in regional or functional relevant national security issues to gain expertise with the cyber threat mission and customer set. Experience with cyber issues is welcome but not a requirement. OCX is committed to developing our joint duty workforce through training and other opportunities, and seeks personnel who can contribute analytic talent and other related expertise to our mission.

As with all analysis, OCX works to tell the most important stories to a wide range of customers, and in doing so, make the cyber story approachable in a way that allows our customers to understand the significance of the information and identify opportunities to take action in the interests of US national security.

OCX provides direct support to the NSC Staff and as such provides opportunities to gain insight into the development of cyber policy. OCX also works across the IC and other USG agencies with interests in US critical infrastructure, providing opportunities for analysts to develop a diverse range of contacts and gain exposure to a broad range of USG activities and perspectives.

The selected applicant will:

- Build global situational awareness of significant cyber threat intelligence by independently identifying, researching, and assessing intelligence reporting.
- Maintain awareness of current cyber intelligence issues and policymaker priorities.
• Research and produce intelligence products that leverage multiple sources of information to set significant cyber threat reporting in context and highlight US response actions.
• Coordinate with IC officers and federal cyber centers to gather insights into significant cyber threat reporting.
• Build understanding of significant cyber threats for non-specialist customers by explaining activity and avoiding jargon.
• Guide the monitoring, sorting, prioritization, and analysis of intelligence traffic.
• Guide and perform proactive community outreach and collaboration activities by planning and engaging in internal and external information sharing, fostering collaborative relationships with interagency partners, and communicating timely and relevant intelligence information.
• Promote the sharing of information and knowledge from intelligence reports by effectively recognizing, valuing, building, and leveraging diverse and collaborative networks within ODNI, with other federal cyber centers, and across the IC.
• Develop and continually expand personal expertise on a full range of current intelligence and policy issues and achieve a government-wide reputation as a subject matter expert on the information contained in intelligence reports as well as the production and distribution of this information.
• Build and leverage diverse collaborative networks within the ODNI and across the IC.
• Develop and disseminate oral briefings and written reports to ODNI leadership on intelligence issue activities and/or threats.

Mandatory and Educational Requirements

• Demonstrated ability to build and sustain professional and extensive knowledge of intelligence analysis and production.
• Familiarity with cyber threat issues.
• Demonstrated ability to brief counterparts and senior officials on current intelligence products, answer detailed questions, and provide supporting information.
• Demonstrated ability to maintain and develop effective working relationships with counterparts and more senior staff in the IC for the purpose of sharing information.
• Demonstrated ability to provide analytical assessments under tight timelines, adjust priorities, and change focus quickly as demands change.
• Demonstrated ability to work effectively both independently and in a team or collaborative environment, coupled with established and effective interpersonal, organizational, and problem-solving skills.
• Strong oral and written communication skills, including the ability to clearly convey complex information and technical data to all levels of management.
• Demonstrated ability to work collaboratively with defense, domestic, and national IC officials.
• Outstanding interpersonal and organization skills, including ability to manage competing priorities under strict guidelines while maintaining superior customer service relationships, and exert influence effectively at all levels within and across organizations on a myriad of situational awareness topics.

Key Requirements and How To Apply

Internal ODNI Cadre Candidates:

A complete application package must include:

a. **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.
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_D_WMA@cia.ic.gov (classified email system) or Recruitment_TeamD@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 both Bridghs@dni.ic.gov (Bridget S.) and lanetbj@dni.ic.gov (Lanette J.) in lieu of the group address above.

Current Federal Employees within the Intelligence Community (IC) 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 Applying for a Detail Assignment:
A complete application package must include:

a. **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.

b. **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. **VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.

d. **SF-50 (if applicable):** 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.

WHERE TO SUBMIT: Applicants from federal agencies outside the IC should be sent to either DNI_COO_TM_HRM_OPS_TEAM_D_WMA@cia.ic.gov (classified email system) or Recruitment_TeamD@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both Bridghs@dni.ic.gov (Bridghs S.) and lanetbj@dni.ic.gov (Lanette J.) in lieu of the group address above.

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.

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/T////NOFORN level.

To verify receipt of your application package ONLY, you may call 703-275-3663.
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: 703-275-3663; Email: Recruitment_TeamD@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 and DNI_Diversity_WMA@cia.ic.gov, by unclassified email at 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 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.