



## General Position Information

**Job Title:** EC019 – Data Architect - GS-15

**Salary Range:** \$121,316.00 - \$170,800.00

**Vacancy Open Period:** 12/28/2020 – 1/12/2021

**Position Type:** Cadre, Detailee

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

**Division:** PC/DEISD

**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 candidate to fill a GS-15 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 or one grade below the advertised position 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 GS-15 and one grade below 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 Policy and Capabilities Directorate is focused on ensuring the IC is best postured to meet the future challenges and threats confronting our nation.

The Domestic Engagement, Information Sharing, and Data (DEISD) Office is responsible for leading the IC in managing information and data to ensure that it gets to the right people at the right time in the right format, while building, enabling, and maintaining domestic partnerships to mutually share information, people, processes, technologies, innovations, and ideas to inform decision making at all levels, while advancing the IC mission and strengthening national security.

The information and Data Group (IDG) within DEISD leads IC efforts to develop and adopt common data management standards, practices, and services, to include overseeing IC investment in IC Data services, which are being developed via NSA and CIA provided services of common concern.

## Major Duties and Responsibilities (MDRs)

- Serves as a technical expert and authority for data modernization and standardization.
- Advises executive leadership on critical aspects of the IC Data architecture (strategic, security, mission/business, data/information, applications and/or infrastructure), standards, and policies and best practices in data management to ensure efficient and accessible systems.
- Design engineering solutions and alternative design options to meet customer requirements and provide guidance to junior engineers in the design and development of engineering solutions.
- Deconflict complex functional requirements into underlying technical requirements and recommend "best fit" allocation of those requirements. Lead the development of technical and systems requirements.
- Designs and implements new data systems to replace or upgrade current Data systems including designing, orchestrating, implementing, and maintaining databases and data warehouses; develops automation scripts and application code to build multi-tier applications; and develops a framework for the consistent or centralized management of big data and outlines the critical elements of a modern data platform required for support of such efforts.
- Creates, reviews and analyzes complex, integrated data models and information from various sources. Advocates for and coaches data owners in articulating enterprise business domains as data models in order to rationalize redundancy and model how domains fit together in harmony. Identifies common business entities and extracts data standards that can be organized into enterprise-wide metadata repositories
- Analyze, define, and document requirements for data, workflows, logical processes, hardware and operating system environments, network connectivity, systems interfaces, internal and external checks and controls, and outputs.



- Oversee the effective integration and interoperability of disparate capabilities developed by separate service providers

## **Mandatory and Educational Requirements**

- Expert experience in cross community complex programs and making expert recommendations to improve products and services; considerable ability to deal with service failures and prioritize customer needs.
- Demonstrated success and experience developing entity relationship diagrams, logical models, data flow diagrams and/or object models.
- Previous work as a Data Architect with experience developing and analyzing requirements for data dictionaries; alignment with data standards like National Information Exchange Model (NIEM); and implementation of mission-critical systems that leverage these data dictionaries.
- Expert knowledge of existing information sharing systems and solutions within federal government departments and agencies, to include the IC.
- Superior ability to balance responsibilities among project activities; ability to manage transitions effectively from task to task, adapting to varying customer needs.
- 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.
- Superior ability to develop or implement information and data systems security plans and procedures.
- Superior ability to perform thorough work and conscientious about attending to detail.
- Expert knowledge of design, development, and interconnectivity in problem analysis, structured analysis and design, and or programming techniques.
- Expert ability to quickly identify and apply new technologies, methodologies, and technical languages.
- Expert ability to design and document data system specifications and produce prototypes to demonstrate design.
- Expert ability to monitor trends in data management and automation, including the ability to assess the viability of competing technologies and recommend the adaption of emerging technologies.

## **Desired Requirements**

- Experience working on programs related to IC ITE shared services either within ODNI or at one of the major IC ITE service providers.
- Experience designing or implementing AI enabled data management solutions

## **Key Requirements and How to Apply**

**Internal ODNI 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.
- 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. **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:** *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 (classified email system) or 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 both majettm@dni.ic.gov (*Maya M.*) and ZACKERN@dni.ic.gov (*Natalia Z.*) 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.



# 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

**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 experiencing technical issues should contact the HR POC for guidance. Applicants submitting via JWICS are requested to submit their materials to both [majettm@dni.ic.gov](mailto:majettm@dni.ic.gov) (*Maya M.*) and [ZACKERN@dni.ic.gov](mailto:ZACKERN@dni.ic.gov) (*Natalia Z.*) 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.

## 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.**