General Position Information

Job Title: Chief Technology Officer

Position Number: JA075

Position Grade: GS-15

Salary Range: $122,530 – $172,500 (not applicable for detailees)

Vacancy Open Period: 11/04/2021 – 11/19/2021

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates, Detailees

Division: DNI/NIU/OE

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 candidates 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 or one grade lower 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 or one grade lower 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.

**Component Mission:**

The National Intelligence University (NIU) is the Intelligence Community's sole accredited, federal degree-granting institution. NIU advances the intelligence profession through a holistic, integrative, contextual approach to education that promotes dynamic teaching, engaged learning, original research, academic outreach, analytical problem solving, rigorous research methods, collaborative processes, and lifelong learning.

**Major Duties and Responsibilities:**

- Lead and guide multiple IT modernization initiatives.
- Drive and integrate large-scale projects, including the implementation of a new student information system, learning management system, and accreditation management system.
- Work across all components of the University to assess technology requirements and opportunities for enhancement.
- Work with IT professionals across the IC and within the higher education sector to proactively identify platforms and technical solutions that can be implemented within NIU to enhance student and alumni engagement, process management and university workflow, recruitment and admissions, records and data management, and accreditation requirements.
- Provide expertise and guidance to NIU leadership as well as proposed technology investment and budget plans.
- Work closely with the ODNI CIO and the University's Education Technology team on all implementation and training components to ensure a seamless transition of systems.
- Superior ability to develop or implement information systems security plans and procedures.
- 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.

**Mandatory Requirements:**

- Ability to research, analyze, and evaluate current IC and education technology direction and standards and make recommendations at a management level.
Demonstrated project management experience supporting technology implementations

Results-oriented, enthusiastic, resourceful, and creative with a can-do attitude

Collaborative team player with great networking skills

Ability to work under pressure, set priorities, and meet deadlines in a fast-paced environment

A demonstrated knowledge and understanding of IT management with operations experience at an institution of higher education or IC training component.

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:

Certified enterprise architect

Key Requirements and How to Apply

**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-HR-HRM-TEAMB-Mailbox@cia.ic.gov (classified email system) or Recruitment_TeamB@dni.gov (unclassified email system).

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


WHERE TO SUBMIT: Applications should be sent to either DNI-HR-HRM-TEAMB-Mailbox@cia.ic.gov (classified email system) or Recruitment_TeamB@dni.gov (unclassified email system).

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; Email: Recruitment_TeamB@dni.gov

Other Information

The ODNI is an equal opportunity employer and abides by applicable employment laws and regulations.

The Office of the Director of National Intelligence (ODNI) requires its employees to be fully vaccinated against COVID-19 pursuant to Executive Order 14043 of the President of the United States. As required, Federal employees must be fully vaccinated against COVID-19 regardless of the employee’s duty location or work arrangement (e.g., telework, etc), with exceptions only as required by law. If selected, you will be required to be vaccinated against COVID-19 and submit documentation of proof of vaccination by November 22, 2021 or before appointment or onboarding with ODNI, if after November 22, 2021. ODNI will provide additional information regarding what information or documentation will be needed and how you can request a legally required exception from this requirement. All employees requesting either a
medical or religious exception, must follow the Guidelines from the Office of Personnel Management and/or Safer Federal Workforce Task Force.

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.