



General Position Information

Job Title: 14390 - Deputy Assistant Director, Supply Chain and Cyber Directorate - SNIS Professional Tier 1

Salary Range: None provided (not applicable for detailees)

Vacancy Open Period: 06/05/2019 - 06/20/2019

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates, Detailees

Division: NCSC/SCD

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 SNIS Professional Tier 1 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

Only Senior Service (SNIS, SES, SIS, DISES, DISEL) candidates may apply. GS employees may not 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. Only Senior Service (SNIS, SES, SIS, DISES, DISEL) candidates may apply. GS employees may not 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 mission of the National Counterintelligence & Security Center is to lead and support the U.S. Government's counterintelligence (CI) and security activities critical to protecting our nation; provide CI outreach to U.S. private sector entities at risk of foreign intelligence penetration; and issue public warnings regarding intelligence threats to the U.S.

Component Mission

The National Counterintelligence and Security Center's Supply Chain and Cyber Directorate (NCSC/SCD) addresses supply chain and cyber threats posed by Foreign Intelligence Entities to the United States' national security and economic competitiveness by providing leadership and support to the IC and our Federal Partners in acquisition, counterintelligence, security, and information management. NCSC/SCD leads Senior-Level community forums consisting of the IC and our Federal Partners with a focus on implementing and evolving key directives found in Intelligence Community Directive 731, the SECURE Technology Act, the Committee on National Security Systems Directive 505, and many others.

Major Duties and Responsibilities (MDRs)

- The Deputy Assistant Director (DAD) supports the Assistant Director (AD) of the National Counterintelligence and Security Center, Supply Chain and Cyber Directorate (SCD) in fulfilling his/her responsibilities. Specifically, the DAD SCD:
- Leads a professional staff, assesses performance, oversees goal setting, and provides feedback on personal and professional development.
- Leads a professional staff in successfully defining and managing complex programs and projects that may include ill-defined requirements, ambiguity, parallel tasks, multiple dependencies, high risks, and multiple interfaces; ensure timelines, costs, deliverables, and outcomes are achieved according to approved plans.
- Directs and oversees national counterintelligence issues related to supply chain risk management and cyber.
- Directs the development and implementation of controls and policies to provide guidance to management officials, and coordinate internal and external initiatives to ensure alignment with key intelligence priorities.
- Develops, evaluates, and analyzes project proposals and action plans; determining impact on current resources, and forecasting resource needs.
- Exerts significant multi-agency influence across the Federal Government and represents NCSC/SCD in his/her capacity to all relevant organizations, boards and panels.



- Collaborates with other organizations within the Federal Government and private industry to identify critical requirements and opportunities to improve supply chain risk management mission performance.
- Leads and oversees the formulation, development, production and evaluation of a broad range of policies, processes, and guidance on subject areas, including mission enabling functions and intelligence oversight disciplines, and communicates these policies, processes, and guidelines to community stakeholders.
- Maintain effective working relationships with other ODNI and IC components and other government agencies to address issues that span multiple mission or program areas.

Mandatory and Educational Requirements

- Experience leading and managing diverse organizations that execute complex programs in a multi-disciplinary environment.
- Demonstrated capability to form and lead interagency teams against a range of intelligence and counterintelligence issues to achieve substantive results, which lead to significant improvements in mission capabilities.
- Excellent communication and interpersonal skills, including ability to exert influence and establish effective working relationships across organizations and a strong ability to interact and communicate with individuals from diverse professional backgrounds.

Desired Requirements

None.

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.



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_TM_HR_OPS_TEAM_B_WMA@cia.ic.gov (classified email system) or Recruitment_TeamB@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both joswida@dni.ic.gov (Daniel J.), mitchsl@cia.ic.gov (Stephanie M.), and overtom@dni.ic.gov (Michelle O.) 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.

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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 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; Secure: 934-3789; Email: 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 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.**