



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

OPEN UNTIL FILLED: This announcement will be open until 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

Job Title: PA142 - COO/ODNI CIO/IT Architecture & Planning (IAP) Branch Chief - GS-15

Salary Range: \$114,590 - \$164,200 (not applicable for detailees)

Vacancy Open Period: 08/22/2018 – 08/22/2019

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates, Detailees

Division: MSD/IT

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-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 than 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 than 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 Mission Support Division (MSD) provides its customers with a full range of support services and integrated solutions needed to accomplish the Office of the Director of National Intelligence (ODNI) mission. MSD staff provide proactive, comprehensive support, delivered with efficiency, professionalism, and a strong focus on cost value. MSD services include Human Resources, Information Management, Information Technology and Infrastructure, National Intelligence Emergency Management Activity, Security, Counterintelligence, and Facilities Management. To achieve efficiency, MSD also brokers support from other agencies for additional services, including logistics, travel and medical support. To ensure ODNI customer satisfaction, MSD conducts performance management and quality assurance reviews for each business area.

Major Duties and Responsibilities (MDRs)

- The lead focused on IT architectural planning within the IC CIO is responsible for managing all key enterprise IT programs for the ODNI, providing a coordinated approach for the adoption of IC ITE services, and facilitating key ODNI CIO governance processes. The IT architectural lead serves as the ODNI IC ITE Transition Manager and leads the ODNI Commercial Cloud Services (C2S) Cloud Team. The ODNI IC ITE Transition Manager collaborates across the IC to implement and/or leverage capabilities such as Cloud, Applications Mall, and Identification, Authentication and Authorization (IAA). The ODNI C2S Cloud Team is a critical component focusing on IT architecture and aiding in the development and implementation of the ODNI Cloud. This team provides guidance and direction to ODNI mission partners transitioning new and existing IT system to C2S and Unclassified Commercial Cloud Services (UC2S). The IT architectural lead helps facilitate the ODNI CIO Project Review Board (PRB), ensures IT requirements are properly vetted, and provides technical advice and counsel to the PRB Chair.
- Manage all ODNI IC ITE adoption activities; providing a coordinated approach for a purposeful, managed transition of people, processes, data, and technologies to the common IC ITE architecture.
- Lead the ODNI C2S Cloud Team in delivering ODNI IT systems to the C2S cloud; develop and implement all ODNI cloud transition activities and requirements for the ODNI



- Serve as the lead ODNI engineer for the C2S Joint Store Front; provide guidance and direction to ODNI components transitioning new and existing systems to the C2S cloud
- Work with the Contracting Officer to execute the Task Order with Amazon for C2S and UC2S
- Lead and manage complex computer engineering projects or programs that may have ill-defined requirements, ambiguity, parallel tasks, multiple dependencies, high risks, and multiple interfaces; manage the design, construction, testing, and implementation of technical and functional specifications; provide technical oversight and initiate, plan, implement, and coordinate activities throughout the life of the project.
- 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.
- Conduct technical research on such topics as operational guidelines, best practices, and international standards, and develop procedures for installation of hardware, software, or network components.
- Oversee the design, evaluation, selection, implementation, and support of development and production support tools and platforms.
- 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.
- 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.



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- Superior ability to develop or implement information systems security plans and procedures.
- Superior ability to perform thorough work and conscientious about attending to detail.
- Expert knowledge of one or more computer disciplines/specialties (hardware, software, networks); broad knowledge of other related disciplines.
- 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 system specifications and produce prototypes to demonstrate design.
- Expert ability to monitor trends in development, including the ability to assess the viability of competing technologies and recommend the adaption of emerging technologies.

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 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: Applications should be sent to either DNI-MSD-HR-RR-Team_A_WMA@dni.ic.gov (classified email system) or Recruitment_TeamA@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both longvj@dni.ic.gov (*Vincent L.*) and mcreaz@cia.ic.gov (*Zina 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.

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 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.
- 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: Applications should be sent to either DNI-MSD-HR-RR-Team_A_WMA@dni.ic.gov (classified email system) or Recruitment_TeamA@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both longvj@dni.ic.gov (*Vincent L.*) and mcreaz@cia.ic.gov (*Zina M.*) in lieu of the group address above. All attachments should be in Microsoft Word or Adobe PDF format.

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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 703-275-3799.

What To Expect Next



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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: 703-275-3799; Email: Recruitment_TeamA@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, by unclassified email at 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.**