

**Investigator, GG-1810- 07 (Full Performance Level: 12)**

Location: Cincinnati, OH

Clearance: Top Secret Security Clearance (National Security)

Pay Range GG-07 (\$48,640 - \$63,231)

Open: July 17-23, 2023 (or after the first 100 resumes are received).

**Summary**

Are you looking for a career in national security? The Defense Counterintelligence and Security Agency (DCSA) Background Investigations Directorate is seeking a trustworthy, inquisitive person to fill the role of Investigator. The Investigator will conduct background investigations with a focus on quality and timeliness. This is a developmental position and a great opportunity to enter the federal government. Become a part of America's Gatekeeper Team!

This position will be filled at the GG-07 grade level. Incumbent may be advanced non-competitively to the established target grade upon meeting developmental benchmarks, performance requirements, and other requirements, as applicable established for the career program or specifically for the incumbent.

As an INVESTIGATOR you will be responsible for the following duties:

- Assist with conducting Federal Personnel Background Investigations, many of which are sensitive or controversial, where allegations, hearsay information, or other vague or intangible information of an adverse nature exist.
- Evaluate individual's trustworthiness for access to classified information, placement in a sensitive position, retention in the military services, or placement in Federal employment.
- Assist with collecting and developing information from a variety of sources.
- Prepare reports of investigation in accordance with DOD guidelines and instructions.

**Requirements**

Applicant must have directly applicable experience that demonstrates the possession of the knowledge, skills, abilities and competencies necessary for immediate success in the position. Qualifying experience may have been acquired in any public or private sector job, but will clearly demonstrate past experience in the application of the particular competencies/knowledge, skills and abilities necessary to successfully perform the duties of the position.

For the GG-7: You must possess specialized experience obtained in federal service, military service or private sector that has equipped you with all of the competencies necessary to perform at a level equivalent in difficulty, responsibility, and complexity to the next lower grade (GS/GG-05) and are prepared to take on greater responsibility. Generally, this would include one year or more of such specialized experience.

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**Specifically you will be evaluated on the following competencies**

1. **Oral Communications:** Expresses information (for example, ideas or facts) to individuals or groups effectively, taking into account the audience and nature of the information (for example, technical, sensitive, controversial); makes clear and convincing oral presentations; listens to others, attends to nonverbal cues, and responds appropriately.

2. **Interpersonal Skills:** Shows understanding, friendliness, courtesy, tact, empathy, concern, and

politeness to others; develops and maintains effective relationships with others; may include effectively dealing with individuals who are difficult, hostile, or distressed; relates well to people from varied backgrounds and different situations; is sensitive to cultural diversity, race, gender, disabilities, and other individual differences.

3. **Planning Evaluating:** Organizes work, sets priorities, and determines resource requirements; determines short- or long-term goals and strategies to achieve them; coordinates with other organizations or parts of the organization to accomplish goals; monitors progress and evaluates outcomes.

4. **Flexibility:** Is open to change and new information; adapts behavior or work methods in response to new information, changing conditions, or unexpected obstacles; effectively deals with ambiguity.

5. **Writing:** Recognizes or uses correct English grammar, punctuation, and spelling; communicates information (for example, facts, ideas, or messages) in a succinct and organized manner; produces written information, which may include technical material that is appropriate for the intended audience.

6. **Attention to Detail:** Is thorough when performing work and conscientious about attending to detail.

This position is part of a developmental program leading to GG-12.

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### Education Requirement

**If substituting or combining education for experience, transcripts MUST be provided. Failure to provide transcripts will result in you being rated ineligible for this position.**

- For the GG-07 level, you must possess a bachelor's or equivalent degree.

Superior Academic Achievement does not apply to DCIPS positions.

Foreign Education: For further information, click on the following link:  
<https://sites.ed.gov/international/recognition-of-foreign-qualifications/>

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### Additional Conditions of Employment

The incumbent for this position will be a remote worker and their duty station will be set at their home residence if they reside within the local travel area of the location of this announcement or at a site determined by management within the local travel area.

**Mandatory Completion of Basic Training:** You must successfully complete the Federal Background Investigator Training Program (FBITP) training course in order for you to be able to perform field investigative work for DCSA-BI. Successful completion of the FBITP requires that you obtain a passing score on written and practical tests measuring attainment of knowledge objectives. Failure to successfully complete the FBITP, including successful passage of the written and practical tests, will result in removal from the Investigator position.

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### Conditions of Employment

- Must be a US citizen
- Selective Service Requirement: Males born after 12-31-59 must be registered for Selective Service. For more information <http://www.sss.gov>
- Resume and supporting documents received by 11:59PM EST will be considered
- This is a Drug Testing designated position
- Position is a (DCIPS) position in the Excepted Service under U.S.C. 1601
- Work Schedule: Full Time
- Overtime: Occasionally
- Tour of Duty: Flexible
- PCS (Permanent Change of Station): Not Authorized
- Relocation: Not Authorized
- Fair Labor Standards Act (FLSA): Non-Exempt
- Financial Disclosure: Not Required
- Telework Eligibility: This position is telework eligible.
- Extensive travel is required within the local commuting area of this announcement as well as the possible need for frequent overnight travel outside the local commuting area.
- This is not a law enforcement position. It does not require or permit the carrying of firearms and does not provide hazard pay.
- The incumbent will be designated as a home-based employee, and is expected to meet all job requirements without access to government issued office space.
- Valid Driver's License is required.
- May be required to sign a mobility agreement as a condition of employment.
- Suitable for federal employment, determined by a background investigation.

#### **How to Apply**

To be considered for an interview, you must be one of the first 100 applicants to submit their resume and send to: **[dcsa.recruiting1@mail.mil](mailto:dcsa.recruiting1@mail.mil)**. In the subject line, only include **Investigator, GG-1810-07, Cincinnati, Ohio**. All current and former Federal employees MUST submit a copy of latest SF50 (Notification of Personnel Action). Please note that this mailbox is specifically designated for this hiring event. Do not forward any additional information or submit inquiries to this mailbox after July 23, 2023. Any submissions received after the announcement closes will not be considered.