

# Detail Opportunity Announcement

**Job Title: Criminal Investigator (Cyber Crime) - INV**

**Detail #: 2019-INV-01**

**Department of Defense Office of Inspector General (DoD OIG), Investigations, DCIS,  
Cyber Field Office/Cyber-West**

**Opening Date: 01/25/2019**

**Contact: <mailto:OIGDetailsProgram@DODIG.MIL>**

**Closing Date: 02/01/2019**

**Duty Location/Address:** 26722 Plaza Street, Suite 130, Mission Viejo, CA 92691-6300

**Area of Consideration:** Internal OIG

**Duration of Detail:** Not to exceed up to 1 year (Due to mission requirements, current and gaining managers, can request termination of detail assignment at any time)

**Security Clearance:** Top Secret (TS/SCI preferred)

**Expected Number of Details: 1**

**Desired grade range of applicants:** GS-13 (Series 1811)

**Individual Occupational Requirements:** There are no Individual Occupational Requirements for this series.

**Eligibility:** DoD OIG employees who possess and maintain security clearance. The assignment may require occasional travel away from the regular worksite.

## **POSITION DUTIES AND RESPONSIBILITIES:**

The Defense Criminal Investigative Service (DCIS) is offering a detail opportunity from 120 days up to one year for a GS-13 in the 1811 series, applicants in other series will be considered. The detailed Cyber Crime Agent (CCA) will be responsible for developing and conducting cybercrime and computer intrusion investigations affecting the DoD as well as providing digital evidence acquisition and examination support for DCIS investigations or others as directed. The detailed CCA must have superior initiative, work ethic, and liaison skills. He or she must be able to work effectively as part of a team or alone with minimal to no supervision. This detail is self-funded as no PCS or TDY funds will be provided for work at the primary duty location. The detailed CCA will return to their prior duty location at the conclusion of the detail unless they are permanently transferred into another position.

## **OTHER**

### Core Competencies

- (1) Team Skills - This position requires significant liaison skills to develop, conduct, and support Federal, State, and/or local criminal investigations.
- (2) Technology Utilization - The Detailee will be responsible for developing and conducting complex cyber investigations including those involving national security.
- (3) Critical Thinking - This position requires independent investigative planning in a highly technical environment with legal and international considerations.
- (4) Written Communication - The Detailee must accurately, clearly, and concisely document investigative steps that may be utilized in the criminal justice system.
- (5) Integrity / Honesty - Without credibility an agent cannot effectively perform their duties as fact finder

and witness in court.

**QUALIFICATIONS:**

To be qualified, employees must be working at an acceptable level of performance, be in a non-managerial/non-supervisory position, and available to serve in the position for a maximum of one (1) year.

**HOW TO APPLY:**

DoD OIG Headquarters employees interested in applying for a detailed duty Cyber Crime Agent (CCA) position, must complete and submit to <mailto:OIGDetailsProgram@DODIG.MIL> by the closing date shown above, a narrative statement that addresses the following:

1. Name
2. Current Position Title/Series/Grade
3. Division/Office/Location/Component (i.e., Personnel/HR Connect - Headquarters/HRT)
4. Copy of most recent Performance Evaluation
5. Supervisory Signature Approval for Collateral Duty Assignment
6. Write a brief narrative addressing each of the Required Core Competency statements (above)
7. Submit a resume that details the information, experience and/or Skills/Activities in/related to the Special Emphasis Program area applying to as it relates to the statements in number 6.
8. Submit an SF-50-Notification of Personnel Action. An SF-50 can be obtained from My Biz or eOPF which is located on the intranet <https://intra.dodig.mil/index.html> under HR Tools or <https://compo.dcpds.cpms.osd.mil/>
9. Submit most current IG FORM 1400.430-2, Employee Performance Rating.

\*\*Selected applicants must submit an Individual Development Plan (IDP) at time of selection (below)\*\*

**Applicant Information**

Name:

Email:

Address:

Phone:

Present Title, Series, Grade:

**Your Organizational Location:**

**Current Supervisor:**



**Digital Signature Block** I certify that, to the best of my knowledge and belief, all of the information on and attached to this Resume is true, correct, complete, and made in good faith. I understand that false or fraudulent information on or attached to this Resume may be punishable by fine, imprisonment, or disciplinary action. I understand that any information I give may be investigated. I understand submitted information **must not contain classified information**.

**If you have questions, please contact the HR Specialist, Betty Carreiro @ 703-602-0023 or [Betty.Carreiro@dodig.mil](mailto:Betty.Carreiro@dodig.mil)**

## Supervisory Acknowledgement Statement

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I acknowledge that  has requested consideration for this position. I understand this temporary assignment is a full-time detail, up to one year. I also understand the detail will not be extended beyond one year.

I am willing to consider approving the detail and understand the employee will remain on their permanent Component's rolls for the duration of the detail opportunity.

I also understand that the gaining Component will fund any training and travel costs associated with the assignment.

Supervisor's Signature

Date:

Supervisor's Title