



Council of the
INSPECTORS GENERAL
 on INTEGRITY and EFFICIENCY

The CIGIE Interagency Fellows Program enables emerging OIG leaders to expand their leadership competencies, broaden their organizational experiences, and foster networks they can leverage in the future.

CIGIE Interagency Fellowship Position Description

PD No. 9			
Department/Agency OIG:	<i>U.S. Environmental Protection Agency, Office of Inspector General</i>		
Fellowship Title:	<i>Systems Administrator</i>	Required Clearances/ Special Requirements:	<i>None</i>
Number of Positions:	<i>1</i>	Available Workplace Flexibilities:	<i>Compressed Schedules</i>
GS Level: (13, 14, and/or 15)	<i>GS 13</i>	Office Location:	<i>Washington D.C.</i>
Description of Development Opportunity: 1.) Projects, Roles, and Responsibilities & 2.) Anticipated Accomplishments			
<ol style="list-style-type: none"> <i>1. The Systems Administrator will report directly to the Information Technology Systems and Services (ITSS) office.</i> <i>2. Responsible for applying server patches and investigating server vulnerabilities found on the servers</i> <i>3. Collaborate with team members to test new applications and new mitigation configurations</i> <i>4. Collaborate with Information Security Officer to secure the network servers according to Federal requirements</i> 			
Developmental Goals: Please select the Executive Core Qualifications (ECQs) that the participant may cultivate on this assignment. For more information about ECQs, please visit www.opm.gov/ses/recruitment/ecq.asp.			
ECQs (check all that apply):		Please describe how this assignment relates to the ECQs and will provide a meaningful work experience for the participant:	
<i>Leading Change</i>	<input checked="" type="checkbox"/>	<i>The role of System Administrator requires the Fellow to make sound judgement and sound decisions. Specifically when investigating mitigation techniques and applying system patches. The Fellow will also need to be able to take the lead when recommending necessary configurations or changes. The System Administrator must maintain service availability of the network to the users. The Fellow must maintain positive results that will keep the network available and secure.</i>	
<i>Leading People</i>	<input type="checkbox"/>		
<i>Results Driven</i>	<input checked="" type="checkbox"/>		
<i>Business Acumen</i>	<input checked="" type="checkbox"/>		
<i>Building Coalitions</i>	<input type="checkbox"/>		