

**VACANY: Special Agent, Investigator, GI-1811-14**

**GENERAL POSITION INFORMATION:**

**Base Salary: \$132,368-172,075** (Baltimore, DC, MD, VA locality) \*

\*The position is also eligible for Law Enforcement Availability Pay

**Position Type:** Competitive Service

**Close Date:** Remain Open Until Filled

**Who May Apply:** Current Federal employees serving at or above grade level GS-14 level (or equivalent) and have completed their one-year probationary period. This is a lateral transfer/re-assignment ONLY.

**Duty Location:** 732 North Capitol St NW, Washington, D.C.

**Required Security Clearance:** SECRET

**Telework Eligible:** Yes, as determined by office policy

**Relocation Expenses:** Yes, capped to \$7,500 and subject to available funds

**Travel Required:** Minimal

**MAJOR DUTIES**

- Evaluates complaints, information, or allegations to determine if they are under the OIG's jurisdiction. Determines whether complaints, information, or allegations merit further investigation and the potential for criminal prosecution or other civil or administrative resolution.
- Independently plans and coordinates complex and comprehensive criminal and civil investigations. Conducts in-depth and complex investigations into crimes dealing with false statements, misappropriation of Government funds, theft of Government property, embezzlement, bribery, contract and procurement fraud, conspiracy and other possible fraud, waste, and mismanagement schemes.
- Prepares reports of investigation that are clear, logically organized, accurate, concise, and comply with existing laws, regulations, and CIGIE Quality Standards for Investigation.
- Provides testimony in Federal, State, or local courts.
- Obtains technically complex evidence, such as electronically stored information and program or software documentation, which are required as essential evidence in pursuing investigations dealing with computer wrongdoing.
- Develops leads, informants, and other sources of information in conducting complex investigations for violation of Federal laws.
- Conducts records checks and maintains liaison with Federal, State and local law enforcement agencies, including their respective judicial counterparts, relative to investigations affecting GPO, its personnel, programs, operations, and property.
- Prepares, reviews, analyzes, and verifies statistical and other data compiled for use as exhibits in investigations, studies and reports.
- Performs other related duties as assigned.

**APPLICATION PACKAGE:** All documents should be in Adobe PDF format.

- **Cover Letter:** A cover letter is not required but encouraged. Please include a brief synopsis of how you meet the major duties above.
- **Writing Sample:** Provide a sample of your writing as the primary author, or, alternatively a written evaluation may be performed as part of the selection process.
- **Resume:** Reflect the duties and responsibilities under each position you have held with each employer.



- **SF-50, Notification of Personnel Action:** Submit a Notification of Personnel Action (SF-50) showing the GI-14 grade level and competitive service.
- **Performance Evaluation:** Your most recent performance appraisal. If your performance appraisal is not dated **within the last 12 months** or if you are unable to provide a recent performance appraisal, you must provide a written statement explaining why it was not obtainable.
- **DD-214:** If you are claiming Veterans Preference, provide a copy of your DD-214 or Discharge from Active Duty, or other equivalent documentation to prove your entitlement and to verify your type of discharge.
- **VA Letter and SF 15:** If you are claiming Veterans' Preference based on a Compensable Disability, Widow or Spouse Entitlement, or as a Purple Heart recipient, you must submit your SF-15 and the required proof of disability, i.e., Department of Veterans Affairs letter dated 1991 or later.

**OTHER KEY REQUIREMENTS:**

- U.S. Citizenship
- Selectees must pass a drug test prior to appointment.
- Males born after 12/03/1959 must be registered for Selective Service.
- **PHYSICAL REQUIREMENTS:** Performance of above duties requires moderate to arduous physical exertion involving walking and standing, use of firearms, and exposure to inclement weather. Manual dexterity with comparatively free motion of finger, wrist, elbow, shoulder, hip, and knee joints is required. Arms, hands, legs, and feet must be sufficiently intact and functioning in order that the incumbent may perform the duties satisfactorily. Near vision, glasses permitted, must be acute for reading of printed materials the size of typewritten characters. The ability of incumbent to hear the conversational voice and whispered speech is required. Any hearing impairment may be compensated for by use of a hearing aid. Since the duties of the position are exacting, and may involve work performed under arduous conditions, the incumbent must possess emotional and mental stability. Any physical condition, which would cause the applicant to be a hazard to himself/herself or to others, will disqualify him or her. Incumbent must pass periodic medical exams as outlined in the GPO OIG's policy.
- **FIREARM & TRAINING QUALIFICATIONS:** Incumbent must qualify with and carry a firearm.
- **LAUTENBERG AMENDMENT:** This position authorizes the incumbent to carry a firearm. Any person who has been convicted of a misdemeanor crime of domestic violence cannot lawfully possess a firearm or ammunition (18 U.S.C. § 922(g)(9)). Candidates who have been convicted of a misdemeanor crime of domestic violence are not qualified for this position.
- **FINACIAL DISCLOSURE:** Incumbent must annually file a Confidential Financial Disclosure.

**WHERE TO SUBMIT:** Complete application package must be sent to Nathan Deahl, Acting Inspector General at [ndeahl@gpo.gov](mailto:ndeahl@gpo.gov).

*Please omit/redact sensitive Personally Identifiable Information e.g. social security number.*