

ASSISTANT PROGRAM MANAGER, GS-340-14
U.S. DEPARTMENT OF JUSTICE
CRIMINAL DIVISION
INTERNATIONAL CRIMINAL INVESTIGATIVE TRAINING ASSISTANCE PROGRAM
MEXICO CITY, MEXICO
15-ICI-JC-034
CLOSING DATE: JULY 7, 2015

About the Office: The International Criminal Investigative Training Assistance Program (ICITAP) works with foreign governments to develop professional and transparent law enforcement institutions that protect human rights, combat corruption, and reduce the threat of transnational crime and terrorism. ICITAP supports both national security and foreign policy objectives. ICITAP works in close partnership with the U.S. Department of State, the U.S. Agency for International Development, and the Department of Defense. These agencies fund ICITAP's programs.

Responsibilities and Opportunities Offered:

As the Assistant Program Manager, you are responsible for assisting the Program Manager with the following:

- Managing a police development project based in a foreign country, acting as an authoritative representative directing the delivery of training and technical assistance activities.
- Reviewing, creating, and improving law enforcement policies and programs as they pertain to career development and training programs for police academies.
- Developing methods and recommending implementation procedures for use in special training operations.
- Advising the ICITAP Director, Deputy Director, and Assistant Director for Operations on all aspects of project development.
- Reviewing current personnel and resource allocations among law enforcement agencies and programs and working closely with senior officials of the foreign government involved.
- Serving as the ICITAP representative on embassy working groups and committees, as directed by the ambassador.

Qualifications:

Minimum qualification requires at least one year (52 weeks) of specialized experience equivalent to the GS-13 federal grade level. Examples of specialized experience include: supervisory and management experience in a civilian law enforcement organization; designing and delivery police or criminal investigative training activities, and budgeting and operations.

Candidate should have good communication skills. In addition, candidate must have broad understanding and experience with foreign law enforcement institutions and should have extensive experience working in a developing country.

Candidates should have experience in the area of civilian law enforcement community relations, community policing and problem solving. Past experience as a law enforcement trainer or police training academy commander is also desirable. Spoken fluency in a foreign language (does not require a native speaker's ability to write in these languages) is desirable.

Travel: International travel is required.

Position and Salary Information: Current salary and years of experience at time of hire will determine the appropriate salary level. The possible ranges for the GS positions are: GS-14: \$86,399 – 112,319. See OPM's Web page at <http://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2015/general-schedule/> . Post differential and/or hazard pay allowances may be applicable, depending upon the assigned geographic duty location.

Locations: The position will be located in Mexico City, Mexico.

Relocation Expenses: Relocation expenses are authorized.

Submission Process: The Application Package must be received by 11:59 PM, Eastern Time, on the closing date of this announcement.

Please submit your application through USAJOBS. The list of required documents can be found in the USAJobs announcement.

1. If you do not already have an account, please create a USAjobs account before applying [Create an Account](#). You will be able to upload your resume and supporting documents and complete your profile prior to applying.
2. Once you have an account, apply to the USAjobs vacancy: <https://www.usajobs.gov/GetJob/ViewDetails/407154800>.

Internet Sites: This and other Criminal Division vacancy announcements can be found on the Internet at <http://www.justice.gov/criminal/employment/vacancies.html>

For more information about the Criminal Division, please visit <http://www.justice.gov/criminal/>