

**SUPERVISORY INFORMATION TECHNOLOGY SPECIALIST  
(CHIEF INFORMATION SECURITY OFFICER), GS-2210-15  
U.S. DEPARTMENT OF JUSTICE  
CRIMINAL DIVISION  
OFFICE OF ADMINISTRATION  
INFORMATION TECHNOLOGY MANAGEMENT  
WASHINGTON, DC  
15-ADM-JIN-054  
CLOSING DATE: SEPTEMBER 7, 2015**

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**About the Office:** Consider joining the DOJ Criminal Division. One of seven litigating Divisions in the Department, the Criminal Division investigates and prosecutes complex criminal matters and assists the 93 United States Attorney Offices in investigations, trials, and appeals. In addition to its direct litigation responsibilities, the Division formulates and implements criminal enforcement policy and provides advice and assistance in sensitive areas of law enforcement; advises the Attorney General, Congress, the Office of Management and Budget and the White House on matters of criminal law; provides legal advice and assistance to federal prosecutors and investigative agencies; and provides leadership for coordinating international as well as federal, state, and local law enforcement matters.

This position is located in the Office of Administration, Information Technology Management (ITM), and serves as Chief Information Security Officer (CISO). The principal responsibilities of this position include implementing Department-wide and Division security policies, technologies, standards, and procedures essential to the security of the information technology (IT) infrastructure and applications; and provide oversight to the program to ensure compliance Division-wide. The incumbent functions as the Division's recognized expert in the field of information security and participates at the highest levels to ensure that information security is considered in all aspects of IT development, operations, and acquisitions.

**Responsibilities and Opportunities Offered:**

As a **Supervisory Information Technology Specialist**, you will:

- Provide authoritative advice and guidance regarding the Division IT security program.
- Plan, develop, and coordinate Division-level information security programs and strategies.
- Serve as the primary Division advisor on various programs and events, such as loss of data or cyber-attacks, and counsels appropriate management staff and officials within the Division on related matters.
- Participate in the development and coordination of overall policy and technologies regarding the security of the applications used throughout the Division and for those outside agencies at the federal and international level which expect service and support from the Division.
- Develop and provide overall guidance to maintain effective control over private consulting firms, equipment manufacturing companies, software development companies, and data processing service centers under contract to the Division to conduct special studies or provide professional services.

**Qualifications:**

**To qualify at the GS-15 level**, applicants must demonstrate all of the qualifications as listed below. Please Note: experience **MUST** be IT related; the experience may be demonstrated by paid or unpaid experience and/or completion of specific, intensive training (for example, IT certification), as appropriate.

Applicants must possess IT-related experience that demonstrates **EACH** of the four competencies listed below.

- **Attention to Detail** – Is thorough when performing work and conscientious about attending to detail;
- **Customer Service** – Works with clients and customers (any individual who uses or receives the services or products produced by your work unit, including the general public, individuals who work in the agency, other agencies or organizations outside of the government) to assess their needs, provide information or assistance, resolve their problems, or satisfy their expectations; is committed to providing quality products and services; knows about available products and services;
- **Oral Communication** – Expresses information (i.e., examples, facts, ideas) to individuals or groups effectively, taking into account the audience and nature of the information (i.e., technical, sensitive, controversial); makes clear and convincing oral presentations; listens to others, attends to nonverbal cues, and responds appropriately;
- **Problem Solving** – Identifies problems; determines accuracy and relevance of information; uses sound judgment to generate and evaluate alternatives, and to make recommendations.

**AND**

You must have at least one year of specialized experience at, or equivalent to, the GS-14 Federal grade level. Examples of specialized experience include: coordinating and managing IT projects, to include leading an internal or external audit (e.g. FISMA, FISCAM, IRS, Sarbanes-Oxley, etc); providing expert security consultation to an organization's executive level leadership; planning, developing and implementing an agency-level security program and strategy; establishing, maintaining and reporting on the security posture of an organization.

You must meet all qualification requirements by the closing date of this announcement.

**Travel:** Not 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-15: \$125,245 – \$158,700 See OPM's Web page at <http://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2015/general-schedule/>

**Locations:** The position(s) will be located in Washington, DC.

**Relocation Expenses:** Relocation expenses may be 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/411765300>.

**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/>