



**United States Postal Service
Office of Inspector General
Attn: Human Resources
1735 N. Lynn Street, 10th Floor
Arlington, VA 22209-2020**

**Grade: Journey Band FLSA: Exempt
Salary: \$29,726 - \$100,976 Per Annum
(Locality Pay and LEAP Authorized)
Positions: One or more located in Atlanta, GA,
Chicago, IL, Los Angeles, CA, New York, NY
(Church Street), Oakland, CA, Tallahassee, FL, or
Trenton, NJ
Relocation Expenses Will Not Be Paid
Open: 9/2/08 Close: 9/16/08**

Criminal Investigator

The United States Postal Service Office of Inspector General (OIG) is seeking highly qualified applicants to fill our Criminal Investigator positions located in various locations. Applicants must demonstrate the potential to conduct Federal criminal, civil and administrative investigations. Compensation includes 1811 LEAP and coverage as a primary position under law enforcement retirement. The OIG mission is to provide reports to the Postal Service Executives, Governors and Congress to help the Postal Service maximize revenues (approximately \$70 billion dollar a year), minimize costs, and prevents and detect fraud, waste, abuse and mismanagement.

<p><u>ELIGIBILITY QUALIFICATIONS</u></p> <ul style="list-style-type: none"> • Bachelor’s degree from an accredited college or university, or four years of related professional experience, or a combination of education and experience • Current employment as an 1811 with the USPS OIG or the United States Postal Inspection Service <p><u>In accordance with applicable laws, the applicant selected for this position must:</u></p> <ul style="list-style-type: none"> • Maintain eligibility to operate motor vehicles • Be at least 21 years of age and not have reached 37th birthday at the time of initial appointment to law enforcement position • Have successfully completed the Basic Criminal Investigator Training Course at the Federal Law Enforcement Training Center or equivalent Federal law enforcement academy • Qualify and maintain authorization to carry firearms including no current or previous domestic violence convictions • Maintain physical, mental, and emotional standards and requirements necessary to perform law enforcement assignments • Work unscheduled, irregular hours with the possibility of personal risk • Must be willing to relocate at the direction of management 	<p><u>EVALUATION FACTORS</u></p> <ul style="list-style-type: none"> • Experience conducting, and completing federal investigations and performing case assessments on ongoing investigations in a timely and thorough manner • Ability to research, analyze, monitor and make recommendations regarding field operations, complex investigations and administrative issues. • Ability to initiate and maintain liaison with various federal, state, and local law enforcement officials and agencies • Ability to communicate effectively both orally and in writing and present findings to management and prosecutors in well-written reports <p><u>DESIRABLE QUALIFICATIONS</u></p> <ul style="list-style-type: none"> • Advanced academic degree <p><u>ADDITIONAL REQUIREMENTS</u></p> <ul style="list-style-type: none"> • Ability to pass a physical examination, drug screening, and background investigation • Selectee is required to obtain and maintain a Top Secret clearance • Selectee will be subject to random drug testing • Ability to obtain/maintain a government-issued credit card • May require up to 50 percent travel
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TO BE CONSIDERED, APPLICANTS MUST SUBMIT

- Any **one** of the following forms: Resume, OF-612, SF-171, PS Form 2591, PS Form 991
- An OF-306, Declaration of Federal Employment
- Latest performance appraisal (within 15 months); must have received at least a contributor or satisfactory level of performance rating (if unable to provide, please note reason on a separate sheet of paper)
- A separate, written narrative that describes specific experience (tasks and accomplishments) for each Evaluation Factor (limited to one page per factor)
- Applicants claiming Veteran’s Preference must attach a copy of member 4 copy (only) of Certificate of Release or Discharge from Active Duty (Form DD214) or other proof of eligibility if claiming 10-point veteran’s preference. Veterans must submit a copy of a letter dated within the last 12 months from the Department of Veterans Affairs or the Department of Defense certifying receipt of compensation for a service-connected disability of 30 percent or more

NOTE

- **OPEN TO CURRENT USPS OIG AND THE INSPECTION SERVICE CAREER EMPLOYEES ONLY**
- **U.S. CITIZENSHIP REQUIRED**
- **APPLICATIONS MUST BE SUBMITTED TO THE FOLLOWING EMAIL ADDRESS: JOBS@USPSOIG.GOV OR MAILED TO: USPS-OIG, Human Resources – 1735 N. Lynn Street, 10th Floor, Arlington, VA 22209-2020**
- **MUST BE RECEIVED BY MIDNIGHT (EST) ON THE CLOSING DATE OF THE ANNOUNCEMENT**
- **APPLICANTS WHO DO NOT ADDRESS EACH OF THE EVALUATION FACTORS WILL NOT BE CONSIDERED**

Applicants must meet all eligibility requirements by the closing date of the announcement. **All submissions must include the vacancy announcement number.**

BASIS OF RATING

Candidates will be evaluated on the skills they possess that are directly related to the duties of the position and/or the experience, education, and training that indicate the applicant’s ability to acquire the particular knowledge and skills needed to perform the duties of the position.

REASONABLE ACCOMMODATIONS

This agency provides reasonable accommodations to applicants with disabilities. If you require accommodations for any part of the application and/or hiring process, please call (703) 248-2210. The decision on granting an accommodation request will be made on a case-by-case basis

WHY APPLY WITH THE POSTAL SERVICE OIG?

- **Flexible Work Schedules!**
- **Flexible Spending – Pre-Tax dollars for Child and Health Care!**
- **Locality Pay for Geographical Area Included!**
- **Pre-tax Dollars for Commuting!**
- **State of the Art Technology!**
- **Pay System that Rewards High Performers!**
- **Thrift Savings Plan with Matching Contributions up to 5%!**
- **Government-Backed Pension Plan!**
- **Ongoing Professional Development for every employee through Classroom/Virtual training, Seminars, Conferences and Tuition Reimbursement!**
- **On the Top 10 Corporations List in the U.S.!**
- **In the Top 50 Corporations for minorities and women!**

Job Line Number:
 703-248-2210
DC Relay Service:
 202-855-1234 (TTY)
Or Visit our website:
www.uspsoug.gov

AN EQUAL OPPORTUNITY EMPLOYER