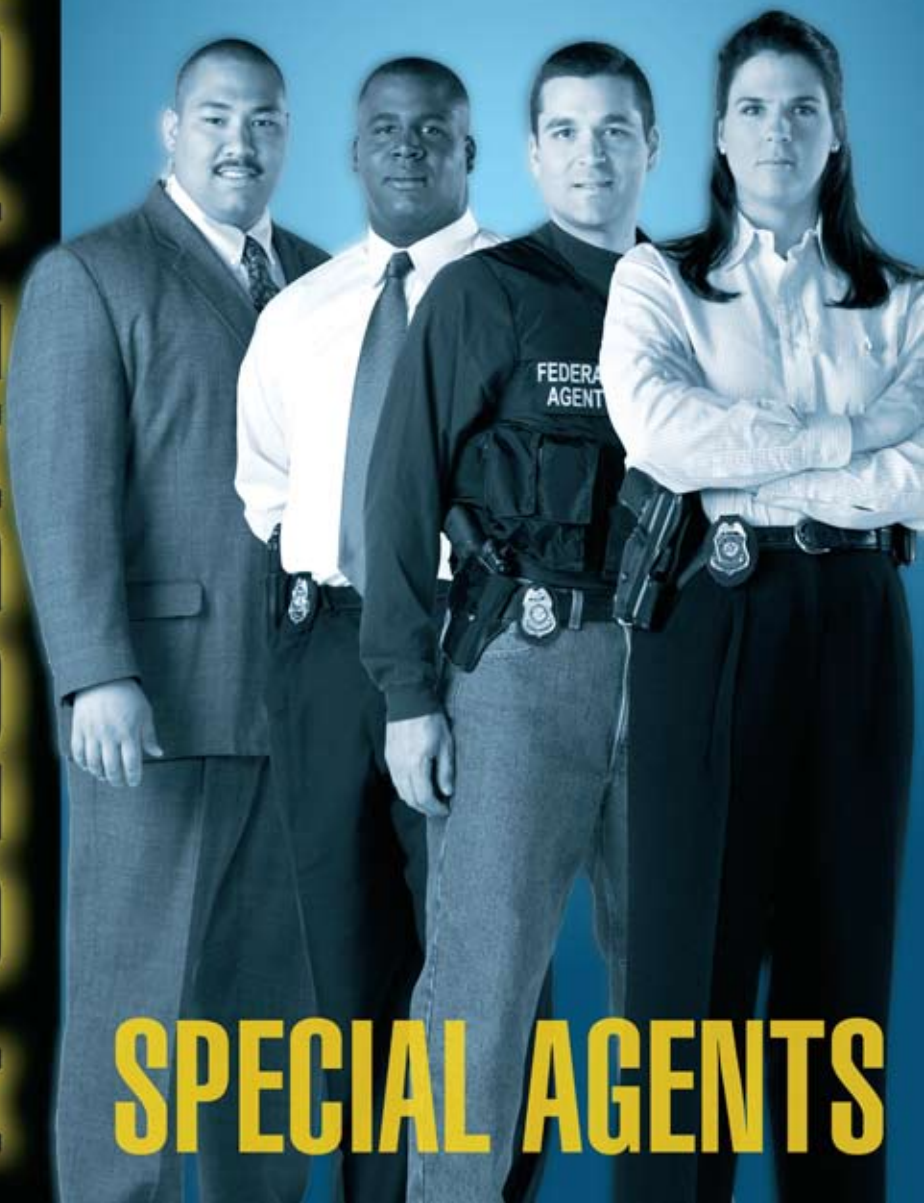


A GLOBAL FORCE



U.S. DEPARTMENT OF STATE
BUREAU OF DIPLOMATIC SECURITY



SPECIAL AGENTS

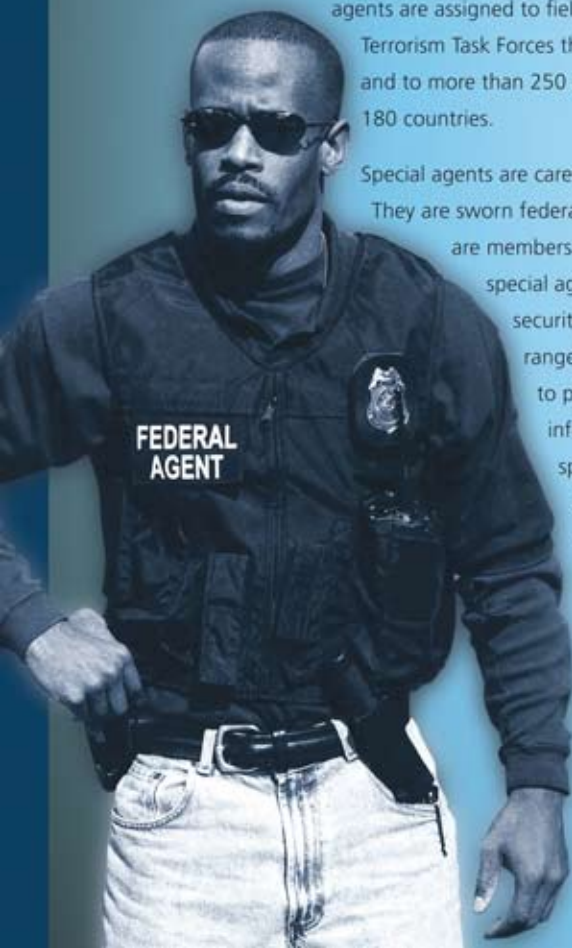
BUREAU OF DIPLOMATIC SECURITY SPECIAL AGENTS

The U.S. Department of State is seeking highly motivated women and men to serve worldwide as special agents of the Bureau of Diplomatic Security.

The Bureau of Diplomatic Security is a unique organization—a global force—that is indispensable to the safe conduct of U.S. foreign policy and to homeland security.

Diplomatic Security has special agents in more foreign countries than any other American law enforcement and security organization. A worldwide network of more than 1,400 special agents are assigned to field offices and various Joint Terrorism Task Forces throughout the United States and to more than 250 diplomatic posts in more than 180 countries.

Special agents are carefully selected and highly skilled. They are sworn federal law enforcement officers and are members of the Foreign Service. Overseas, special agents advise ambassadors on all security matters and manage a complex range of security programs designed to protect personnel, facilities, and information. In the United States, special agents protect the Secretary of State and visiting foreign dignitaries, investigate passport and visa fraud and other crimes, and conduct personnel security investigations.



SPO

MAKING A DIFFERENCE FOR AMERICA

TRAINING: COMPREHENSIVE AND SPECIALIZED



Diplomatic Security makes a substantial training investment in each candidate selected to become a special agent. Candidates are trained for several months in personal protection techniques, criminal law and investigations, firearms, specialized driving, first aid, and background investigations. Prior to being assigned to a diplomatic mission overseas, special agents are trained in security management, post operations, counterintelligence, and electronic security. Other instruction includes advanced firearms techniques, explosive devices detection, arson investigation, and medical assistance.

DOMESTIC ASSIGNMENT: BEGIN WITH THE BASICS

Diplomatic Security special agents are armed and have arrest authority. Agents are usually first assigned to a field office in the United States, where they receive experience in a variety of security and law enforcement duties. Domestically, special agents spend a great deal of time working and traveling on protective security assignments for the Secretary of State or visiting foreign dignitaries. They also work on passport and visa fraud investigations, counterintelligence, and background or other investigations. Special agents in domestic assignments may be temporarily assigned overseas to assist with protection requirements or to assist a post with a specific task.

OVERSEAS ASSIGNMENT: ON TO GREATER RESPONSIBILITY

Assignments overseas offer great opportunity for career growth. At U.S. embassies and consulates abroad, special agents develop, implement, and manage various aspects of a comprehensive security program designed to protect personnel, property, and information against terrorists, foreign intelligence agents, and criminals.

AMERICAN DIPLOMACY WORLDWIDE

Special agents are required to serve a substantial portion of their career living and working overseas. Agents who prove themselves on the job may advance to the position of regional security officer, responsible for managing security operations for an embassy or for several diplomatic posts within an assigned region. Regional security officers work closely with top State Department officials and security and police officials from host countries. They also serve as operational supervisors of U.S. Marine Security Guard detachments assigned to protect U.S. diplomatic facilities.

A career as a Diplomatic Security special agent is unique. It involves uncommon commitment and occasional hardships. It also offers countless rewards and rapid career advancement. The variety of assignments and the international scope of the mission keep agents focused and their skills honed. In a very short time, Diplomatic Security agents become the most able and versatile in federal law enforcement.

QUALIFICATIONS: AS DEMANDING AS THE JOB

Special agents in Diplomatic Security have one of the most challenging and fulfilling careers in the world.

Special agents must be available for assignment anywhere in the world at any time. Diplomatic Security is looking for people who are adaptable, logical, and creative. They must have strong oral and written communication skills and should be able to make smart decisions

under pressure. Diplomatic Security agents come from a variety of backgrounds. Former military and police officers as well as history teachers, artists, construction workers, accountants, lawyers, and writers have all become successful special agents.



NATIONAL SERVICE

Applicants must be U.S. citizens between 21 and 36 years of age and have a bachelor's degree from an accredited college or university. Graduates from all majors and disciplines, from criminal justice to English literature, are encouraged to apply. Men born after 1959 must be registered under the Selective Service Act. Applicants must possess a valid U.S. driver's license and be able to successfully complete 7 months of initial training that includes understanding and passing competency tests in firearms, academics, physical fitness standards, and specialized driving courses.

Those who meet the basic qualifications for a special agent position are invited to participate in an assessment process, culminating in an oral examination before a panel of the Foreign Service's Board of Examiners. The application process may take up to 24 months.

Probationary appointments as Foreign Service special agents are offered to those candidates who pass a medical examination and an indepth personal background investigation, which is required to attain a special top secret security clearance.* Upon successful completion of a 4-year probationary period, employees are offered special agent career appointments.

SALARY AND BENEFITS:

Starting salaries fall within the Foreign Service grade FP-6 pay scale, depending on qualifications and location of assignment. Vacancy announcements indicate current salary levels. Slightly higher salaries are available for candidates who can demonstrate fluency in certain foreign languages or who have additional qualifying work-related experience. During the first 3 years of a special

*This special top secret clearance—known as SCI—requires agent candidates and all immediate family members or cohabitants to be American citizens.





agent's probationary appointment, satisfactory performance earns automatic grade and pay increases. Thereafter, promotions are competitive, based on performance ratings and the recommendation of the annual promotion selection panel.

AN EXCELLENT BENEFITS PACKAGE INCLUDES:

- ◆ Law Enforcement Availability Pay (LEAP)
- ◆ Life and health insurance
- ◆ Vacation and sick leave
- ◆ Retirement plan and thrift savings plan
- ◆ Government-provided quarters or housing allowance overseas
- ◆ Home leave to the United States between overseas assignments
- ◆ Rest and recuperation leave, with transportation partially paid, for employees and their eligible family members assigned to designated overseas hardship posts
- ◆ Cost-of-living allowance where costs are substantially higher than average (designated U.S. cities and overseas posts)
- ◆ Education allowance for eligible family members under certain circumstances
- ◆ Danger pay at designated overseas posts
- ◆ Moving expenses for assignments

Build your future with Diplomatic Security.

For more information and for application instructions, visit:

WWW.CAREERS.STATE.GOV

WWW.STATE.GOV/M/DS/CAREERS

WWW.DIPLOMATICSECURITY.STATE.GOV

or contact us at: **TELEPHONE: 571.345.3783**

U.S. Department of State

9th Floor, SA-20

Washington, DC 20522-2008

Attention: DS Recruitment Office



U.S. Department of State Publication 11151

Bureau of Diplomatic Security

Revised August 2006