

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
SENIOR EXECUTIVE SERVICE
VACANCY ANNOUNCEMENT

OFFICE OF INSPECTOR GENERAL

Vacancy Announcement Number: **HQ-IG-00-01-SES**

Position: Assistant Inspector General, Network and Advanced Technology
Protections Office
ES-1801 (Career Reserved)

Location: Washington, DC

Opening Date: 12/23/99

Closing Date: 01/31/00

Salary Range: \$115,811 - 130,200 PA

Area of Consideration: All Qualified Employees

Duties: Serves as principal advisor to the Inspector General (IG) with responsibility for the development and implementation of investigative and research and development programs designed to: 1) detect and investigate advanced technology crimes directed at NASA's programs and operations; and 2) develop and deploy tools to combat and detect the introduction of hostile activity into NASA's communication, advanced technology, and mission critical systems. Develops and implements OIG policies, programs, and procedures related to network and advanced technology protection. Directs and manages investigations of a wide range of network system intrusion, advanced technology, and other matters with criminal and global implications. Works closely with the Chief Technologist and other senior NASA officials to track the invention, fabrication, and potential vulnerabilities of new technologies. Represents the OIG in national and international forums, seminars, conferences, and symposia to foster awareness of and develop strategies and capabilities to combat technology based-crimes. Represents the IG with members of Congress, senior NASA officials, and other senior government officials and agencies, the news media, and public on program related issues. Provides appropriate education and information tools to senior officials, Dept. of Justice prosecutors, and the intelligence and OIG communities to assure the implementation of effective programs protecting the infrastructure of NASA and the U.S. from criminal activity and internal control weaknesses.

You may either submit a resume or form OF-612. The following information **MUST** be provided:

- Vacancy number and title of the job applying for
- Full name, mailing address, day and evening phone numbers
- Social Security Number
- Citizenship status
- Reinstatement eligibility
- Highest Federal civilian grade held (also give job series and dates held)
- Educational information for High School and above (give name, city, state, date of diploma, majors, and types of degrees)
- Work experience **RELATED** to the job applied for in the following format: Job title, duties and accomplishments, employer's name and address, supervisor's name and work phone, starting

and ending dates, hours per week, and salary

- Indicate if we may contact your current supervisor
- Training, skills, honors, awards, membership in professional/honor societies, that are RELATED to the job applied for

Applicants should keep copies of all application materials since they will not be returned. Applicants who do not provide all of the required information may lose consideration for the position for which they are applying. All internal NASA applicants currently in the SES need only submit a memorandum requesting consideration and any relevant supplemental information you wish the selecting official to consider.

Applications should be sent to:

NASA Office of Inspector General
Attn: Lek Terrell
Room 8V69
300 E Street, SW
Washington, DC 20546

For additional information, contact:

Yvette Gilmore 202-358-2590
Lek Terrell 202-358-2584

The necessary forms are available at this address and at all Federal Job Information Centers.

**RESUMES OR APPLICATIONS MUST BE RECEIVED OR POSTMARKED NO LATER
THAN THE CLOSING DATE**

Qualification Requirements:

Candidates must demonstrate possession of responsible experience to perform the duties described above. Normally, this level of experience would have been gained at or above the GS/GM-15 level or its equivalent. Candidates must demonstrate experience in the managerial and technical areas noted below:

Managerial Qualifications:

1. Leading Change-

Encompasses the ability to develop and implement an organizational vision which integrates key national and program goals, priorities, values, and other factors. Inherent to the position is the ability to balance change and continuity--to continually strive to improve customer service and program performance within the basic Government framework, to create a work environment that encourages creative thinking, and to maintain focus, intensity and persistence, even under adversity.

2. Leading People-

Involves the ability to design and implement strategies which maximize employee potential and foster high ethical standards in meeting the organization's vision, mission, and goals.

3. Results Driven-

Stresses accountability and continuous improvement. It includes the ability to make timely and effective decisions and produce results through strategic planning and implementation and evaluation of programs and policies

4. Business Acumen-

Involves the ability to acquire and administer human, financial, material, and information resources in a manner which instills public trust and accomplishes the organization's mission, and to use new technology to enhance decision making.

5. Building Coalitions/Communication-

Involves the ability to explain, advocate and express facts and ideas in a convincing manner, and negotiate with individuals and groups internally and externally. It also involves the ability to develop an expansive professional network with other organizations, and to identify the internal and external politics that impact the work of the organization.

Technical Qualifications:

1. Expert knowledge of criminal investigative principles and practices, including Federal statutes, regulations, laws of criminal procedure, and rules of evidence.
2. Knowledge of techniques and practices used to conduct investigations of network system intrusions and other advanced technology crimes.
3. Experience formulating and implementing an investigative work plan and/or program, and providing agency-level policy, leadership, and general direction of investigative activity.
4. Experience in directing and managing an organization consisting of Headquarters and field components.
5. Good written and oral communication skills and ability to both create convincing written products and effectively edit the work of subordinates.

IMPORTANT: CANDIDATES MUST FULLY ADDRESS ALL ITEMS UNDER 'MANAGERIAL QUALIFICATIONS' AS WELL AS ALL ITEMS UNDER 'TECHNICAL QUALIFICATIONS' ABOVE.

Evaluation Method:

Applicants will be evaluated by an Executive Resources Panel based on the managerial and technical qualification requirements stated in this announcement, and eligible candidates will be placed in qualified and highly-qualified categories. Interviews and qualification and suitability inquiries may be requested. The highly-qualified will be referred to the appropriate official who will recommend selection.

General Information:

NASA is an equal opportunity employer, and all applications will be considered without regard to race, color, religion, sex, national origin, political affiliation, marital status, physical handicap, membership in an employee organization, or other non-merit reason. This announcement is for a career appointment to a position in the NASA Senior Executive Service (SES). Persons entering the SES for the first time are subject to a one-year probationary period. A financial disclosure statement is required upon appointment into the SES. This statement will be used to avoid conflicting situations in employment through advice and counseling. This position (is) (is not) subject to random drug testing.