



Special Agent

United States Secret Service

Worthy of Trust and Confidence



*U.S. Department of
Homeland Security*

**United States
Secret Service**

U.S. Secret Service

The United States Secret Service is one of the most elite law enforcement agencies in the world, and is one of the oldest federal law enforcement agencies in the United States. Charged with a dual mission of investigations and protection, it has earned a reputation for integrity and service to the nation since its inception in 1865. This unique dual mission is what distinguishes the U.S. Secret Service from all other law enforcement organizations.

History

The U.S. Secret Service was created in 1865 as a bureau of the Treasury Department. At that time, its sole mission was to suppress the counterfeiting of U.S. currency, which was widespread by the end of the American Civil War. Not until 1901, after President William McKinley was assassinated, did Congress authorize the U.S. Secret Service to also protect the President of the United States.

In March 2003, the U.S. Secret Service was transferred from the Treasury Department to the new U.S. Department of Homeland Security. The Secret Service's dual mission of protection and investigations remain integral to the department's efforts to protect the nation from harm.



Protective Mission

The U.S. Secret Service has a long history of ensuring the safety of the nation's leaders and visiting foreign dignitaries. To accomplish this mission, the U.S. Secret Service develops and utilizes preventative strategies, including investigating threats made against protectees, implementing innovative threat assessment techniques and utilizing advanced protective methodologies.

Since the U.S. Secret Service's protective mission was first mandated in 1901, the agency's jurisdiction has expanded to meet the needs of an evolving security environment. Today, the U.S. Secret Service is legally authorized to protect:

- **The President and Vice President of the United States, and their immediate families**
- **Major presidential and vice presidential candidates, as well as their spouses**
- **Visiting foreign heads of state and their spouses**
- **Former Presidents, their spouses, and their minor children under the age of 16. In 1997, Congress authorized legislation limiting protection of former Presidents to 10 years after leaving office, making President Clinton the last President who will receive lifetime Secret Service protection**
- **Events designated as National Special Security Events by the Department of Homeland Security**

Investigative Mission

Many people associate the U.S. Secret Service with presidential protection, but the agency's original mandate was to investigate the counterfeiting of U.S. currency – a mission the U.S. Secret Service proudly continues today.

Recent advances in technology have changed the nature of financial transactions throughout the world. Consequently, the U.S. Secret Service's investigative responsibilities have increased significantly over the years.

Today, the U.S. Secret Service investigates:

- **Violations of laws relating to counterfeiting of obligations and securities of the United States**
- **Financial crimes that include, but are not limited to, financial institution fraud, false identification documents, credit card and access device fraud, computer and telecommunications fraud, electronic funds transfers and money laundering as it relates to the agency's core violations**
- **Computer-based attacks on the nation's financial, banking and telecommunications infrastructures**

In response to the globalization of technology-based threats, the U.S. Secret Service's investigative mission abroad continues to grow. This increases the need for the agency's liaison presence overseas and employees with foreign language skills.



Training

During the first year of employment, special agents receive several months of formal classroom, fitness, firearms and simulation training.

Newly appointed special agents receive approximately 11 weeks of intensive training at the Federal Law Enforcement Training Center (FLETC) in Glynco, Georgia, where they are instructed in a variety of law enforcement disciplines, from criminal investigations to firearms training.

Upon successful completion of training at FLETC, special agents obtain approximately 18 weeks of specialized instruction at the U.S. Secret Service's James J. Rowley Training Center (JJRTC) outside Washington, D.C. There, they receive tailored training in all aspects of the agency's protective and investigative missions. Upon graduation from JJRTC, trainees are sworn in as special agents of the U.S. Secret Service.

Throughout their careers, special agents are regularly tested for firearms proficiency and physical fitness, and they frequently participate in advanced training programs that augment their ability to carry out the U.S. Secret Service's unique dual mission of protection and investigations.

Career Path

The U.S. Secret Service offers qualified men and women a challenging and fulfilling career, and recruits personnel of the highest caliber to carry out its dual mission.

Newly-appointed special agents may be assigned to field offices anywhere in the United States. Frequent travel and reassignments to a variety of duty stations, occasionally including liaison assignments in foreign countries, are some of the unique opportunities that await special agents.

Special agents usually are hired at the GL-7 or GL-9 level, depending on individual qualifications and/or education. Eligibility for promotion in the U.S. Secret Service is based upon performance. The full performance level for a special agent is GS-13. Selection for promotion for positions above the GS-13 level is competitive.



Qualifications

To be considered for the position of special agent, applicants must meet the following requirements:

- **U.S. citizenship**
- **Must be at least 21 years of age and younger than 37 at time of appointment**
- **Possess a current valid driver's license**
- **(1) Bachelor's degree from an accredited college or university; or (2) Three years of work experience in the criminal investigative or law enforcement fields that require knowledge and application of laws relating to criminal violations; or (3) An equivalent combination of education and related experience**
- **Have uncorrected vision no worse than 20/60 binocular; correctable to 20/20 in each eye.**
(NOTE: Lasik, ALK, RK and PRK corrective eye surgeries are acceptable eye surgeries for special agent applicants provided specific visual tests are passed. The following are the waiting periods before visual tests are conducted after the surgery: Lasik surgery – three months; PRK – six months; and ALK and RK – one year.)
- **Be in excellent health and physical condition**
- **Must pass a written examination**
- **Must qualify for top secret clearance and undergo complete background investigation to include in-depth interviews, drug screening, medical examination and polygraph examination**

Benefits

- **Law Enforcement Availability Pay (LEAP) that provides an opportunity for special agents to receive up to an additional 25 percent of their annual base pay**
- **Low-cost life insurance**
- **Individual or family membership in low-cost federal health benefit plans**
- **Annual leave earned at the rate of 13 to 26 days per year, based on length of employment. Prior federal civilian or military service is credited, as authorized**
- **Sick leave accumulated at the rate of 13 days per year without limit**
- **Paid holidays**
- **Comprehensive retirement benefits. Retirement credit is granted for prior federal military or government service, as authorized**
- **Eligible for participation in Flexible Spending Account Program**



Foreign Language Proficiency

A one-time recruitment bonus, 25 percent of basic annual pay, will be paid to newly-hired special agents who are identified as having a foreign language skill and can test at the S-3 level. This level requires that the applicant is able to speak the language with sufficient structural accuracy and vocabulary to participate effectively in most formal and informal conversations on practical, social and professional topics.

The recruitment bonus must be approved prior to the applicant's first day of employment and will be paid as a lump sum, upon successful completion of all required training and graduation from the U.S. Secret Service training center. The actual payment will depend on the availability of funds.

Conditions of Employment

Certain demands are required of all special agents of the U.S. Secret Service. These include, but are not limited to:

- **Working long hours in undesirable conditions on short notice**
- **Travel away from home for periods up to 30 days, and sometimes longer**
- **Carrying a firearm while performing duties, and maintaining firearms proficiency**
- **Carrying out assignments in the areas of both protection and investigations**
- **Relocating to duty stations throughout the U.S. and abroad as organizational needs dictate**
- **Agents may be requested to work undercover assignments**

Initial appointment to the special agent position is in the excepted service.



For further information about career opportunities
with the U.S. Secret Service, please call the
U.S. Secret Service Employment Line at
1-888-813-USSS (8777) or TTY 202-406-5390 or
visit www.secretservice.gov/join.

The U.S. Secret Service is an Equal Opportunity Employer.

