

Program Analyst AD-0343-00 Job Announcement

Program Analyst – Arlington, VA

(\$42,209-\$97,333)

Job Summary:

This position is located in the Arlington, VA, Office of the Special Inspector General for Afghanistan Reconstruction (SIGAR). Temporary travel to Afghanistan is required. Long-term assignments to Afghanistan are filled on a competitive basis from interested candidates in SIGAR's Arlington, VA, office.

The incumbent is a member of an audit team that conducts performance audits in accordance with Generally Accepted Government Auditing Standards (GAGAS) and pursuant to SIGAR's Audit Policies and Procedures. The incumbent can apply auditing techniques and methodologies, and fully participates in planning and executing complex performance audits of Afghanistan reconstruction programs to evaluate their results and effectiveness. The incumbent reports to a Senior Auditor/Analyst or Auditor/Analyst-in-Charge.

Knowledge Requirements:

Knowledge of the overall mission of the Special Inspector General for Afghanistan Reconstruction is required.

A degree from an accredited college or university is desired. A degree in business administration, finance, or public administration that included or was supplemented by 24 semester hours in accounting is desirable. Transcripts must be provided.

Specific knowledge of and experience in conducting performance audits in accordance with Generally Accepted Government Auditing Standards (GAGAS) is required. Federal Inspector General auditing or U.S. Government Accountability Office experience is highly desirable.

Also needed:

- Knowledge and skill in applying analytical and evaluative methods and techniques to complex projects from the preplanning phase through completion and final report preparation.
- Knowledge of the functions, processes, and principles of management (e.g., management practices, theories, and methodology of management) sufficient to organize and develop analyses or studies that will lead to improvement of overall operations.
- Expertise in interpersonal skills to meet and deal effectively with others at all levels of authority and exert a positive influence.

- Experience in communicating complex and technical information orally and in writing.

Other Requirements:

Incumbent occupies a position that may be considered essential to support of the SIGAR mission. If your position is considered emergency essential, failure to remain in your position may result in separation for the efficiency of the Federal Service (Ch. 75, Title 5 USC; FPM Ch. 752).

Overseas travel is required. In support of this travel, the incumbent will be required to meet minimum standards of fitness for deployment to the CENTCOM region to include the ability to wear personal protective equipment, including protective mask, ballistic helmet, body armor, and chemical/biological protective garments.

This position requires the incumbent to complete a Form SF 312, Classified Information Nondisclosure Agreement.

The incumbent may be required to submit an Executive Branch Confidential Financial Disclosure Report.

This incumbent must be eligible for and be able to maintain a TOP SECRET clearance.

Reemployment of Annuitants:

Reemployed Annuitants may be eligible for appropriate pay rate for the position without a reduction in pay or of the annuity. As a result, the salary of the annuitant is not offset by the amount of the annuity received for the period of employment.

Applicants should send a resume by electronic transmission, to sigar.pentagon.m-s.mbx.jobs@mail.mil or fax 703-602-8753 Attention: Human Resources- Program Analyst Announcement.