



U.S. Secret Service, Office of Human Resources



## Computer Engineer (Public Notice Flyer)

Computer Engineer (Network), GS-0854-12/13

Vacancy Number: TEC-LB006-20-DH

- Multiple vacancies in Washington, D.C.
- Work Schedule: Full-time
- Appointment Type: Permanent
- Salary Range (per year):
  - GS-12: \$83,398.00 to \$108,422.00
  - GS-13: \$99,172.00 to \$128,920.00
- Opening and Closing Period: October 15, 2019 to October 14, 2020
- Who May Apply: All United States citizens, nationals, or those who owe allegiance to the United States; and Interagency Career Transition Assistance Program (ICTAP) eligible (only applicable if you have worked in the Federal government).

### Summary

Do you have a passion for public service? The United States Secret Service (USSS) is looking for you! The USSS is a premier law enforcement organization with two (2) critical national security missions: protect our nation's leaders and to conduct criminal investigations. Our team members continue a tradition of excellence – whether investigating financial crimes or protecting national and visiting foreign leaders. In the USSS we serve the country with duty, loyalty, justice, integrity, and courage.

The Office of Technical Development and Mission Support (TEC), Technical Security Division (TSD), is responsible for providing a technically secure environment for the President at the White House, Vice Presidential Residence, and such places that the President and Vice President may be temporarily located and providing technical security for other protectees during travel and at their residences, as directed or requested.



## Duties

The Secret Service is looking for talented individuals with extensive knowledge of network infrastructure and network hardware as well as the ability to implement, administer and troubleshoot network devices including WAPs, ASAs, routers, switches and controllers. You should also have demonstrated proficiency in Autodesk, AutoCAD, Microsoft Office Suite (including Visio) and the ability to learn SketchUp, PuTTY, Wireshark, GNS3 and Cisco Packet tracer. You will be responsible for the development, test, modification, design, operation, integration, and maintenance of a wide variety of complex computer and radio frequency (RF) network systems. Some of these systems may be comprised of numerous interrelated components arranged in nonstandard configurations. These systems and their components must function 24 hours a day, 7 days a week as the functionality directly impacts the Secret Service mission.

**Special Requirement:** Selectee must have or be able to attain a DHS Level I Contracting Officer's Representative (COR) Certification during the first 12 months of employment. Also, the selectee must achieve a DHS Level II COR certificate in the following 24 months.

## Benefits

The USSS offers its employees a wide range of benefits including:

- Low-cost Federal health and life insurance
- Paid Holidays
- Leave for personal, recreational, and health needs
- Thrift Savings Plan (similar to a 401(k) Plan)
- Transit and child care subsidies
- Tuition reimbursement and student loan repayment
- Training and development
- Recruitment bonus or relocation bonus may be available

## Competencies

The competencies or knowledge, skills, and abilities needed to perform this job are:

- Mastery of, and skill in applying advanced theories, concepts and principles practiced in the science of professional computer engineering sufficient to provide expert advice to agency officials
- Expert knowledge of engineering standards and best practices used to develop complex simulations and models of engineering network systems encompassing IT systems, hardware and software
- Expert knowledge to design, configure and test LAN/WAN networking software, computer hardware and operating system software
- Skill to implement, administer and troubleshoot network infrastructure devices, including wireless access points, firewalls, routers, switches and controllers



## Qualifications

You must demonstrate at least one (1) year of the defined specialized experience equivalent to the next lower grade level **and** meet the Office of Personnel Management (OPM) Individual Occupational Requirements (IOR).

Specialized experience is defined as:

- GS-12: performing duties such as: designing, installing, documenting, maintaining and administering computer networks including systems software, applications software, hardware and other related systems; performing disaster recovery operations, protecting data, software, and hardware from attacks by coordinating, planning and implementing network security measures; configuring and administering routing and switching equipment, hosted IP voice services and firewalls in line with Information Technology (IT) security policies, replacing faulty network hardware components and working closely with users to identify potential issues, correct existing problems and provide remote support to on-site end users.
- GS-13: performing duties such as: operating as a senior technical expert in fielded technology(s) providing continuing program management by preparing operational and maintenance specifications and guides for end-users; providing training and technical briefings regarding the use, installation, maintenance, and basic troubleshooting of equipment; developing standards and testing plans to assure reliability of system performance throughout its life and ensuring that equipment is properly maintained.

## AND

Office of Personnel Management (OPM) Individual Occupational Requirements (IOR) is defined as: <https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0800/files/all-professional-engineering-positions-0800.pdf>

Accrediting institutions recognized by the United States <https://www.ed.gov/>

## Conditions of Employment

- Security Clearance: Top Secret/SCI
- Successful completion of a polygraph examination
- Pass a drug test (urinalysis)
- Travel may be required
- Work is performed in a variety of settings which may include an office, lab, rooftops, at airports and outdoor field installations, close quarters and/or confined spaces.
- Must be able to work holidays, evenings, weekends and during inclement weather and government shutdowns as required to support operations
- Will be subject to on-call and irregular work hours



- Certify you have registered with the Selective Service System if you are a male applicant born after December 31, 1959, or certify you are exempt from having to do so under Selective Service law.

## HOW TO APPLY

### Instructions for Submitting Resumes and Applicable Documents

All resumes, unofficial college transcripts, and certifications should be submitted to [COMEngineer@usss.dhs.gov](mailto:COMEngineer@usss.dhs.gov) and include work experience in month/year format (MM/YYYY), reflecting starting date and ending date, and include the number of hours worked per week. You must submit college transcripts/certifications/licensures as applicable.

**Special Priority Selection rights under ICTAP:** Submit a copy of your agency notice, copy of your most recent performance appraisal (with at least a satisfactory rating), and your most current Notification of Personnel Action, SF-50 noting position, grade level, and duty location. To be considered well qualified, you must meet the specialized experience and OPM's Individual Occupational Requirements as listed in the Qualifications Section. The subject line of your email should state ICTAP.

### Next steps

Once your complete application is received we will conduct an evaluation of your qualifications and determine your eligibility. You will only be contacted if your resume/documents are deemed to meet the OPM Qualifications Standard **and** if you are selected for an interview. Otherwise, you will be notified at the conclusion of the open period.

Applying to this announcement certifies that you give permission for DHS to share your application with others in DHS for similar positions.

*Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.*

*The Department of Homeland Security encourages persons with disabilities to apply, to include persons with intellectual, severe physical or psychiatric disabilities, as defined by 5 CFR § 213.3102(u), and/or Disabled Veterans with a compensable service-connected disability of 30 percent or more as defined by 5 CFR § 315.707. Veterans, Peace Corps/VISTA volunteers, and persons with disabilities possess a wealth of unique talents, experiences, and competencies that can be invaluable to the DHS mission. If you are a member of one of these groups, you may not have to compete with the public for federal jobs. To determine your eligibility for non-competitive appointment and to understand the required documentation, click on the links above or contact the Servicing Human Resources Office listed at the bottom of this announcement.*

Equal Employment Opportunity Policy <https://www.opm.gov/about-us/our-people-organization/support-functions/equal-employment-opportunity/>

