

# Federal Bureau Of Investigation

**Job Title:**Cyber Internship Program, GS 9

**Department:**Department Of Justice

**Agency:**Federal Bureau of Investigation

**Job Announcement Number:**S-GIP-2015-0008

**SALARY RANGE:** \$20.11 to \$26.15 / Per Hour

**OPEN PERIOD:** Friday, December 19, 2014 to Tuesday, January 20, 2015

**SERIES & GRADE:** GS-0301-09

**POSITION INFORMATION:** Excepted Service - Summer - 40 hours per week for at least 10 weeks; School Year - 16 hours per

**INFORMATION:** month minimum

**PROMOTION POTENTIAL:**09

**DUTY LOCATIONS:** MANY vacancies - FBI - Location Determined by the needs of the FBI, United States

**WHO MAY APPLY:**

This vacancy is open to all Graduate, or Post Doctorate Students enrolled and attending an accredited college/university full-time, pursuing a major in, but not limited to, Computer Science, Information Technology, Mathematics, or Engineering. The school must be accredited by one of the regional or national institutional associations recognized by the United States Secretary of Education.

**SECURITY CLEARANCE:** Not Applicable

**SUPERVISORY STATUS:**

No

**STATUS:**

**For complete information or to apply, go to: <https://www.usajobs.gov/GetJob/ViewDetails/389659100>**

## **JOB SUMMARY:**

Apply your cyber education with the FBI. Are you responsible, motivated, a self starter, and a team player? If so, this internship is for you! You will receive on the job training and exposure to national and international cyber investigations while working with a team of highly trained professionals in the most premier law enforcement and intelligence agency in the world. Interns studying in cyber-related information technology fields will have opportunities within the Cyber Division, Operational Technology Division, Security Division, Informational and Technology Branch as well as in counterintelligence, counterterrorism, and criminal intrusion matters with a nexus to national security.

**THIS POSTING IS FOR APPLICANTS WITH CYBER BACKGROUNDS ONLY. APPLICANTS WHO DO NOT POSSESS A CYBER BACKGROUND WILL BE DEEMED INELIGIBLE.**

**IF YOU PREVIOUSLY APPLIED TO VACANCY ANNOUNCEMENT S-GIP-2015-0006, YOU DO NOT HAVE TO REAPPLY TO THIS VACANCY ANNOUNCEMENT.**

**\*For a list of degrees being sought, see the CURRENT NEEDS OF THE CYBER PROGRAM in the Duties section.**

**Location:** Please select the field office closest to where you will be residing for the summer. Continuance during the school year is based on a satisfactory rating from your supervisor and availability in the field offices. Please be advised that FBI Headquarters assignments may require interns to work outside of the Washington, DC, area. Transportation for these assignments are required.

**Working Hours:** 8:15am-5:00pm Monday-Friday

**Salary: (per hour)**

- GS 9 - \$20.11 - \$26.15

**All applicants must be in the United States during the time of preliminary processing, background process and the selection process. Those students who are selected for the position and are not in the U.S. during the initial processing will be disqualified.**

## **RELOCATION AUTHORIZED**

- Yes
- All travel and relocation costs will be the sole responsibility of the student

## **KEY REQUIREMENTS**

- U.S. Citizenship Required
- Must be able to obtain a Top Secret clearance OR a Top Secret-SCI clearance

## **DUTIES:**

## **CYBER INTERNSHIP PROGRAM:**

Cyber Interns will perform a variety of support functions such as:

- Conduct research and analysis for experts on high-tech crimes, including cyber-based terrorism, computer intrusions, online exploitation, and major cyber frauds
- Identify and investigate individuals or groups potentially involved in cyber threats
- Gather, evaluate and compile data and information to report and/or explain crimes of online fraud and everyday crime
- Address cyber criminal threats
- Provide strategic and field office operational support
- Assist with the development and implementation of various software analysis tools
- Collaborate with various elements within FBIHQ, the intelligence community and international partners on mitigation strategies, produce intelligence products and provide administrative support

## **MAJOR DUTIES**

- Compare existing and proposed systems and/or procedures. Organize and document findings, including suggestions for improvement and recommendations for implementation of new or modified systems, work procedures, policies, or organizational changes.
- Assist higher-level analysts in writing reports for managers who require information for decision making and/or monitoring the current status of their resources and finances.
- Assist with interpreting, clarifying, coordinating, implementing, and/or recommending policies, procedures, instructions, and requirements.
- Conduct data quality reviews and/or assist in the development and/or modification of quality assurance measures.
- Conduct presentations and provide briefings to managers.
- Interns receive work assignments and experience designed to complement their academic course of study and orient the incumbent to the organization and its functions.

## **CURRENT NEEDS OF THE CYBER INTERNSHIP PROGRAM**

To be eligible for this posting, applicants must be pursuing a degree in at least one (1) of the following areas:

Applied & Computational Mathematics, Computer & Digital Forensics, Computer & Information Security, Computer Forensics and/or Digital Investigations, Computer Information Systems, Computer Information Technology Education, Computer Security, Computer Science, Computer Engineering, Cyber Security, Database Development, Digital Investigations Management, Electrical Engineering, Enterprise Computing, Information Assurance and Security, Information Science, Information Management, Information Security, Information Technology Management, Management Information Systems, Mathematics, Network and Telecommunications Management, Networking Programming, Software Engineering, Web Development

## **REQUIRED DOCUMENTS:**

**To apply for this position, the following documents are required to complete the application and must be submitted before the close of the application period (11:59 p.m. ET), unless otherwise noted:**

- Your resume (required) and cover letter (optional)
- A complete assessment questionnaire (required)
- FD-956 School Certification Form (required)
- For transferring candidates from a **2-year to a 4-year institution or continuing on to a graduate/post-graduate degree**: Submit a copy of your acceptance letter, with FD-956 School Certification Form, which states that you are enrolled and will be attending full-time **at the time of hire**.
- Program Term Acknowledgement Form (required)
- Current unofficial academic transcript (required) (*Transcripts or unofficial transcripts should be submitted from the candidate's last completed semester of school which indicates the cumulative GPA prior to the application date. An official transcript will be due prior to the start of internship.*)
- Written recommendation from Dean/Dept. Head or current professor (upon request)
- For Veteran's Preference: Your DD-214, SF-15, and a letter from the Veterans Administration

**All required documents must be properly uploaded and attached to the application before the closing date of the vacancy announcement. No required documents will be accepted via email, fax, or postal mail.**

## **AGENCY CONTACT INFO:**

FBI Internship Team  
Phone: 000-000-0000  
Fax: 000-000-0000  
Email: [FBIRecruiting@ic.fbi.gov](mailto:FBIRecruiting@ic.fbi.gov)

Agency Information:  
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