

Writing Assignment 1: Job Analysis

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The job advertisement I chose to analyze is a position with the Federal Bureau of Investigation (FBI) as a special agent with a focus in cybersecurity/technology through the US government hiring website USAJobs (FBI, 2025). I am currently a Department of Defense federal civilian employee, so I feel like applying with the FBI would be a more streamlined transition to another form of federal service. However, the FBI is a law enforcement agency under the Department of Justice with more of a focus on law enforcement and investigating crimes in the US. USAJobs is the US government's preferred website for advertising open positions within the federal government, and there are multiple job postings a prospective job searching can browse through depending on their qualifications and desired career field. Some common search terms that I used to find this job advertisement are job series coded for the website such as "1811 – Criminal Investigation" and "0132 – Intelligence". The FBI currently has multiple hiring announcements for special agents in multiple specific career fields such as the "Law Enforcement/ Military Background", "Law/Legal Background", and "Linguists/Foreign Language Background". While I would also be comfortable with applying to law enforcement/military announcement, I felt like applying to the cybersecurity announcement since this is what my bachelors program at ODU is in cybersecurity. I've served in one way, shape, or form to help defend the US overseas as a soldier, contractor, and federal civilian over the past 18 years. I feel that I would bring a wealth of knowledge and experience to the FBI and continue to serve the US in a law enforcement capacity on the homefront.

Special Agent - Cybersecurity/Technology Background

The FBI's job advertisement for special agent – cybersecurity background states that they are hiring agents with backgrounds in many fields including as "network information,

cybersecurity, computer science, digital forensics and other technical specialties” (FBI, 2025). The job advertisement opened on 31 December 2025 and will close on 30 December 2026. The announcement is open to the public, current federal employees of the federal government, veterans, and spouses of veterans. The posted pay scale starts at GL 10 with a promotion potential of GL 13. However, looking at the Office of Personnel Management’s website for pay scale ranges, assuming I took a position as at the GL 10 pay scale in the Virginia Beach-Norfolk, VA area, this would mean I have an annual salary of \$71,279 if starting a GL 10, step 1. For context, the lowest level on this pay scale is GL 3, and the highest is GL 15. The steps go from 1 to 10 within each grade of the pay scale. If I were to promote to a GL 13, step 1, my annual pay would increase to \$108,019, which means there is a very high margin for increased pay. However, this increase in pay scale would also translate into a increase in job responsibilities and requirements of performance.

The listed job duties for the special agent position include the following:

- Plan and conduct investigations of potential violations of federal laws.
- Exercise judgement, resourcefulness, and versatility in meeting investigative demands.
- Create and maintain effective liaison relationships with federal, state, local, tribal, territorial and international law enforcement agencies.
- Coordinate and/or participate in searches, seizures, and arrests.
- Carry a firearm and be willing to use force, to include deadly force, if necessary.
- Maintain a level of physical fitness to ensure readiness required to perform law enforcement duties.

My current role as an intelligence analyst supporting the Department of Defense (DoD) means I am already conducting several of the duties described in the job advertisement, albeit in a different capacity and with a slightly different desired end state. My position requires I conduct in-depth and analytically rigorous research into various adversaries across the globe and the potential threat systems they could use against the US armed forces. This position requires that I maintain the proper balance of resource allocation to assign research priorities, proper judgement when gathering information, and presenting my findings to our customers in the DoD. My current positions also require me to regularly conduct analytic exchanges with external agencies to compare our findings and better understand research priorities.

There are several specific requirements that a candidate needs to meet when applying for a special agent positions with the FBI, including being a US citizen, having a bachelor's degree, at least two years full time work experience, eligibility to obtain a top-secret sensitive compartmented information (SCI) security clearance, and being at least 23 years old and no older than 37 years old at the time of appointment. Thankfully, my prior work experience has helped me to fulfill these requirements, since I have maintained a top-secret SCI security clearance for the last 18 years to work in sensitive environments. I'm turning 37 years old this summer, but there are exceptions for those with prior military experience.

My bachelor's degree in cybersecurity from ODU is exactly the type of degree this job announcement requires. Admittedly, I have not conducted research in a law enforcement capacity, so that may be a challenge with this position if I do transition. The job advertisement does not specifically address the need to learn how to use different databases and technical tools, but I have no doubt that this position will require me to learn many new research tools and methods. There are many different databases and research tools exclusive to the FBI that I have

not been able to utilize due to legal and/or training restrictions, but I am a quick learner. My prior positions supporting the US overseas have demanded that I adapt to ever changing circumstances and learn how to use different technologies in a short amount of time, so I don't think I will be overwhelmed by all the different training opportunities with the FBI as a special agent.

Conclusion

The US armed forces have a very different set of priorities and parameters from the FBI when it comes to completing their mission. The goal of the FBI is to bring justice to criminals, while the goal of the US armed forces is to fight and win in armed conflict. However, both the FBI and DoD share the goal of protecting US national interests. The Air Force core values are integrity first, service before self, and excellence in all we do. Integrity first means doing the right thing, even when no one is looking and taking accountability for your actions. Service before self means that professional duties come before personal desires, and this leads to discipline and self-control. Excellence in all we do means that members of the Air Force strive to improve in their capabilities to be prepared to meet any challenge or complete any mission. These are all values that I think cross over well with the FBI.

References

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