

## EMPLOYMENT OPPORTUNITY

ANNOUNCEMENT NUMBER: HCMALL 11/13A

*This announcement is for a full performance level. The position is also advertised at a trainee level. Please see the ANNOUNCEMENT NUMBER HCMALL 11/13B for reference.*

*(Applicants who responded to Vacancy Announcement HCMALL 11/09A do not need to reapply)*

- OPEN TO:** All interested candidates
- POSITION:** Security Investigator, FSN-9; FP-5 (Steps 1 through 4)\*  
(\*Position grade FP-5 will be confirmed by Washington)
- OPENING DATE:** June 17, 2011
- CLOSING DATE:** July 01, 2011
- WORK HOURS:** Full-time, 40 hours/week
- LENGTH OF HIRE:** Long term. Actual filling of the position is contingent upon the availability of funds.
- ANNUAL SALARY:** **US\$50,043.00** (Starting salary for a 40-hour work week) - applicable to:
- U.S. Citizen EFM; and
  - At least 18 years old; and
  - Listed on travel orders of direct hire Foreign Service, Civil service, or uniformed service members under Chief of Mission authority; and
  - Residing at the sponsoring employee's or uniformed service member's post of assignment abroad; and
  - Does not receive a Foreign Service or Civil service annuity.
- US\$42,948.00** (Starting salary for a 40-hour work week) - applicable to:
- Non-U.S. Citizen EFM, MOH with SSN number; or
  - U.S. Citizen EFM of Agencies or offices, or uniformed service members **NOT** under Chief of Mission authority; or
  - U.S. Citizen EFM who receives a USG retirement annuity or pension from a career in the U.S. Foreign Service or Civil Service; or
  - EFM hired under PSA mechanism; and
  - Residing at the sponsoring employee's or uniformed service member's post of assignment abroad.
- US\$15,130.75 (U.S. Minimum Wage)** - applicable to:
- U.S. Citizen employees who are not EFM, MOH listed above; and
  - Not holder of diplomatic passport; and is a local resident; and
  - Is subject to the host country employment and tax law; and
  - Has the required visa, residency permit and work permit in order to work legally in the host country.
- US\$13,685.00 (Position Grade: FSN-9- Starting salary)** - applicable to:
- A host country national or foreign national, who is not a U.S. citizen, nor a family member, MOH of a direct hire Foreign Service, Civil service, or uniformed service members under Chief of Mission authority; and
  - Is subject to the host country employment and tax law.

The Consulate General of the United States of America in Ho Chi Minh City is seeking an individual for employment for the Security Investigator position in its Regional Security Office (RSO).

**NOTE: ALL APPLICANTS WHO ARE NOT FAMILY MEMBERS OF U.S. GOVERNMENT AGENCIES OR OFFICES UNDER/NOT UNDER CHIEF OF MISSION'S AUTHORITY MUST HAVE REQUIRED WORK AND RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.**

### BASIC FUNCTIONS OF THE POSITION

Incumbent of this position will conduct complex investigations under the direction of the Regional Security Officer (RSO) to include employee background investigations, U.S. visa and passport fraud investigations, counter-terrorism investigations and employee theft. The incumbent will serve as the Consulate's primary liaison

with the Ministry of Public Security and Vietnamese law enforcement on all security and law enforcement issues except narcotics enforcement.

Please contact the Management Office at 3520-4200 X4342/4274 for further inquiries.

### **QUALIFICATION REQUIREMENTS**

**NOTE:** All applicants are instructed to address each selection criterion detailed below with specific and comprehensive information supporting each item.

1. University degree in one of the following fields: Law, Security, International Relations, Economics, Politics, Language, Journalism, Accounting, Computer Science, Engineering, Mathematics or other related fields is required.
2. Must have a minimum of five years experience in conducting criminal and civil investigations in positions of progressively greater responsibility. In which, a minimum of three years of law enforcement or military experience is required.
3. Must have detailed knowledge of criminal and civil law and procedure and their practical application in Vietnam; knowledge of the structure, composition and inter-relationships of the Vietnamese justice system and security forces; knowledge of investigative process and procedures and how they can be applied to the unique environment in Vietnam. Must have knowledge of Department of State and Mission organizational structure as well as pertinent sections of the Foreign Affairs Manual and security regulations and procedures. Must be familiar with international law and diplomatic immunities. A clear understanding of the cultural differences between American and Vietnamese in order to properly advise RSO on conflict resolution is required.
4. Investigative skills for criminal and personnel investigations are required. Must have interpersonal and conflict-management skills for liaison responsibilities. Must be able to conduct a background investigation with knowledge and expertise from start to finish.
5. Must have a valid motorbike driving licence.
6. Level 4 (Fluent) Speaking/Reading/Writing English is required (this will be tested). Level 4 (Fluent) Speaking/Reading/Writing Vietnamese is required.

You may download the application form at <http://hochiminh.usconsulate.gov/jobs.html>. Paper copies are available from Security Guard at Post 4 at the U.S. Consulate in Ho Chi Minh City between the hours of 8:00 A.M. - 5:00 P.M., Monday through Friday.

### **ADDITIONAL SELECTION CRITERIA**

**Please see post eligibility & qualification requirements on the Management Office bulletin board/intranet (Sharepoint) or on the Consulate website.**

### **SUBMIT APPLICATION TO**

Management Office  
U.S. Consulate General, 7A Mac Dinh Chi Street  
District 1, Ho Chi Minh City  
Tel. 84-8-3520-4342/ 4274  
Fax: 84-8-3520-4233

**CLOSING DATE FOR THIS POSITION: JULY 01, 2011**

**(All applications must be received by the closing date to receive consideration. Only short listed applicants will be contacted for interviews.)**