

VACANCY ANNOUNCEMENT NUMBER: 29/2015

OPEN TO: - Current Employees of the Mission, U.S. Citizen Eligible Family Members (USEFMs), Eligible Family Members (EFMs), and Members of Household (MOH).
- All interested applicants.

POSITION: **Investigative Specialist, FSN-10, FP-5**

OPENING DATE: April 29, 2015

CLOSING DATE: May 12, 2015

WORK HOURS: Full-time; 40 hours/week

SALARY: *EFM/MOH/NOR: Position Grade: FP-5 (step 5 through 14), to be confirmed by Washington

*Ordinarily Resident: Position Grade FSN-10; Gross Salary: (RON) 7238/ month for the full grade

ALL ORDINARILY RESIDENT (OR) APPLICANTS (*See Appendix*) MUST HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

BASIC FUNCTION OF POSITION

As an advisor to DEA (Drug Enforcement Administration), he/she is responsible for planning, conducting and coordinating highly complex criminal investigations to include providing investigative and operational support to facilitate the accomplishment of DEA mission objectives and joint operations in Romania and the Mid-East Region and may, under DEA direction, The incumbent will establish and maintain contact between DEA and local agencies such as the National Police, intelligence and security services for investigative, intelligence and security matters. He/she will also perform a complex range of administrative duties such as research and report writing.

QUALIFICATIONS REQUIRED FOR FULL PERFORMANCE LEVEL (FSN-10):

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

- Completion of high level education to include University/College degree in Law Science, Military Services, Political Science, or International Relations, required;
- At least five (5) years of commissioned law enforcement experience to include at least 2 years of narcotics-related investigative experience, along with governmental or judicial experience with Romanian criminal law, required;
- Level IV (fluent) English and Level IV (fluent) Romanian, required;

- Thorough and qualified knowledge of legislation and organizational structure of Romanian judicial system and police agencies is required. Must possess a clear understanding of DEA's mission domestic and overseas;
- Must have a valid driver's license category B (with good driving record). Ability to draft reports and complete administrative paperwork in English, required. Exercise common computer skills (Microsoft Office - Windows environment), required. Physical defensive measures training, required.

ADDITIONAL SELECTION CRITERIA

Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.

1. Current employees serving a probationary period are not eligible to apply.
2. Current Ordinarily Resident Employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
3. Currently employed NORs hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment unless currently hired into a position with a When Actually Employed (WAE) work schedule.
4. The candidate must be able to obtain and hold a security clearance.
5. Applicants selected will be subject to a government security background investigation and must meet DEA's eligibility and suitability requirements.
6. Applicants are required to complete and sign the Drug Use Statement regarding any prior drug usage before they can be considered for the vacant position. The responses to the drug statement will be used to determine eligibility for DEA employment.

TO APPLY

Interested candidates for this position must submit the following for consideration of the application:

1. Universal Application for Employment (UAE) as a Locally Employed Staff or Family Member (DS-174) (The form can be downloaded from the embassy's site: <http://romania.usembassy.gov/embassy/employment.html>)
2. Candidates who claim U.S. Veterans preference must provide a copy of their Form DD-214 with their application. Candidates who claim conditional U.S. Veterans preference must submit

documentation confirming eligibility for a conditional preference in hiring with their application.

3. Any other documentation (e.g., essays, certificates, awards) that addresses the qualification requirements of the position as listed above.

SUBMIT APPLICATION IN ELECTRONIC FORMAT ONLY TO:

BucharestRecruitment@state.gov

Phone: 021-200-3567 (Point of Contact)

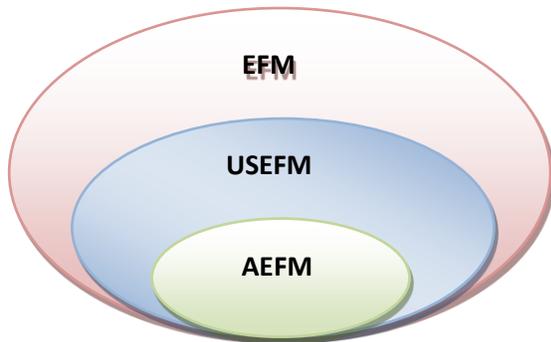
CLOSING DATE FOR THIS POSITION: May 12, 2015

The U.S. Mission in Bucharest provides equal opportunity (EEO) and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. The Department of State also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.

ONLY SELECTED CANDIDATES WILL BE CONTACTED

Appendix **DEFINITIONS**



This diagram demonstrates how an Appointment Eligible Family Member (AEFM) is also a U.S.-citizen Eligible Family Member (USEFM) as well as an Eligible Family Member (EFM).

1. **Eligible Family Member (EFM):** An individual related to a U.S. Government employee in one of the following ways:

- Spouse or same-sex domestic partner (as defined in [3 FAM 1610](#));
- Child, who is unmarried and under 21 years of age or, regardless of age, is incapable of self-support. The term shall include, in addition to natural offspring, stepchildren and adopted children and those under legal guardianship of the employee or the spouse when such children are expected to be under such legal guardianship until they reach 21 years of age and when dependent upon and normally residing with the guardian;
- Parent (including stepparents and legally adoptive parents) of the employee or of the spouse, when such parent is at least 51 percent dependent on the employee for support;
- Sister or brother (including stepsisters and stepbrothers, or adoptive sisters or brothers) of the employee, or of the spouse, when such sibling is at least 51 percent dependent on the employee for support, unmarried, and under 21 years of age, or regardless of age, incapable of self-support.

2. **U.S. Citizen Eligible Family Member (USEFM):** For purposes of receiving a preference in hiring for a qualified position, an EFM who meets the following criteria:

- U.S. Citizen; and,
- EFM (see above) at least 18 years old; and,
- Listed on the travel orders of a direct-hire Foreign, Civil, or uniformed service member assigned to or stationed abroad with a USG agency that is under COM authority, or at an office of the American Institute in Taiwan; and either:
 1. Resides at the sponsoring employee's or uniformed service member's post of assignment abroad or at an office of the American Institute in Taiwan; or
 2. Resides at an Involuntary Separate Maintenance Allowance (ISMA) location authorized under 3 FAM 3232.2.

3. **Appointment Eligible Family Member (AEFM):** EFM (see above) eligible for a Family Member Appointment for purposes of Mission employment:

- Is a U.S. citizen; and
- Spouse or same-sex domestic partner (as defined in [3 FAM 1610](#)) or a child of the sponsoring employee who is unmarried and at least 18 years old; and

- Is listed on the travel orders or approved Form OF-126, Foreign Service Residence and Dependency Report, of a sponsoring employee, i.e., a direct-hire Foreign Service, Civil Service, or uniformed service member who is permanently assigned to or stationed abroad at a U.S. mission, or at an office of the American Institute in Taiwan (AIT), and who is under chief of mission authority; and
- Is residing at the sponsoring employee's post of assignment abroad or, as appropriate, office of the American Institute in Taiwan.
- Does not receive a Foreign Service or Civil Service annuity

4. **Member of Household (MOH)**: An individual who accompanies a direct-hire Foreign, Civil, or uniformed service member permanently assigned or stationed at a U.S. Foreign Service post or establishment abroad, or at an office of the American Institute in Taiwan. An MOH is:

- Not an EFM; and,
- Not on the travel orders of the sponsoring employee; and,
- Has been officially declared by the sponsoring USG employee to the COM as part of his/her household.

A MOH is under COM authority and may include a parent, unmarried partner, other relative or adult child who falls outside the Department's current legal and statutory definition of family member. A MOH does not have to be a U.S. Citizen.

5. **Not Ordinarily Resident (NOR)** – An individual who:

- Is not a citizen of the host country; and,
- Does not ordinarily reside (*OR*, see below) in the host country; and,
- Is not subject to host country employment and tax laws; and,
- Has a U.S. Social Security Number (SSN).

NOR employees are compensated under a GS or FS salary schedule, not under the LCP.

6. **Ordinarily Resident (OR)** – A Foreign National or U.S. citizen who:

- Is locally resident; and,
- Has legal, permanent resident status within the host country; and,
- Is subject to host country employment and tax laws.

EFMs without U.S. Social Security Numbers are also OR. All OR employees, including U.S. citizens, are compensated in accordance with the Local Compensation Plan (LCP).