

Narrative Statement Supplemental Form

ATA Program Management Assistant, FSN-08/FP-6

Name:

Date:

INSTRUCTIONS: Please use the right side column to explain in detail how you meet the qualification for this vacancy announcement. This information will be used to determine if you meet the required qualifications for this position.

<i>Qualification requirements</i>	<i>My qualifications and how they meet the vacancy announcement requirements.</i>
At least two years of university-level study in business, economics, finance, political science, international relations, language, or education are required.	
Two years of experience in an administrative or supervisory role with a law enforcement or security organizations OR one year of prior experience administrating law enforcement assistance programs is required. Also, one year of prior experience with financial management and reporting is required.	
Level III (Good Working Knowledge) English is required. Level IV (Fluency) Russian or Tajik is required. Language proficiency will be tested.	

Knowledge of Tajik and U.S. law enforcement and security structure and hierarchy is required.
Ability to work independently with minimal or no supervision while interacting with Tajik and U.S. Government officials is required.
A Category "B" driver's license valid in Tajikistan is required.
