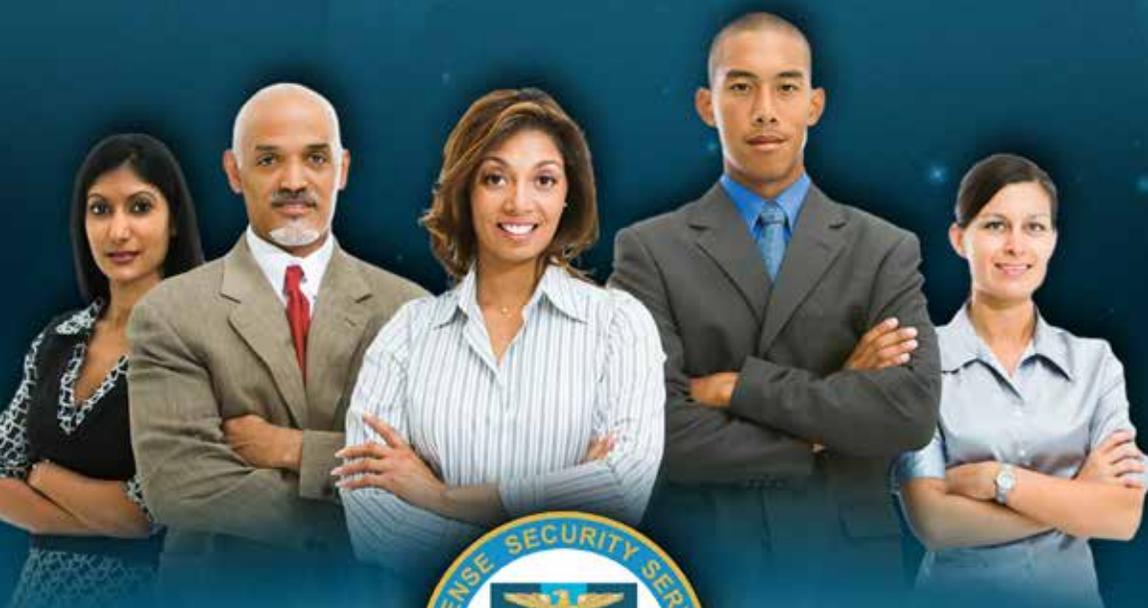


DEFENSE SECURITY SERVICE

National Security is **Our Mission**. Make National Security **Your Career**



www.dss.mil



Make National Security **Your Career**

Defense Security Service is an Equal Opportunity Employer



At DSS, National Security is **Our Mission.**

On behalf of the Department of Defense (DoD) and other U.S. Government Departments and Agencies, the Defense Security Service supports national security and the warfighter through our security oversight and education missions.

DSS oversees the protection of U.S. and foreign classified information and technologies in the hands of industry under the National Industrial Security Program (NISP).

We provide security education, training, and professional development services as the functional manager for the DoD Security Professional Education Development (SPeD) Program. Our customers include DoD personnel and contract employees under the NISP.

What we do at Defense Security Service

The Defense Security Service (DSS) offers you the opportunity to begin or redefine your career. We're searching for recent college graduates, experienced industry and government employees, and transitioning military personnel to help us address national security issues.

- Provide oversight and assistance to companies in the industrial base cleared to work with classified information
- Provide counterintelligence support to identify and mitigate potentially unlawful penetrators to the industrial base.
- Accredite information systems in industry to process classified information
- Facilitate the personnel security clearance process for industry personnel
- Mitigate Foreign Ownership, Control or Influence (FOCI) in U.S. companies that perform classified work
- Provide information technology services that support the industrial and personnel security missions of the DoD and its partner agencies
- Provide security education, training and professionalization, products and services to DoD and industry
- Provide services that support the industrial and personnel security missions of DoD and its partner agencies. Services include information technology, financial management, human capital management, acquisitions and contracting, property control and management, and internal physical and personnel security.

When was DSS established?

DSS, formerly known as the Defense Investigative Service or DIS, was established on Jan. 1, 1972, to consolidate DoD personnel security investigations in one organization. On Oct. 2, 1980, the Defense Industrial Security Program was transferred to DIS from the Defense Logistics Agency and DIS began to train personnel through the Defense Industrial Security Institute. In 1997, the Defense Investigative Service was renamed as the Defense Security Service.

Where is DSS located?

The DSS Headquarters is located in Quantico, Va. The Center for Development of Security Excellence (CDSE), which include the Security Education, Training and Awareness (SETA) Directorate, is located in Linthicum, Md. DSS also has Industrial Security Offices located across the United States in field locations spread across four geographic regions.

Who is the director of DSS?

Mr. Stanley L. Sims was named director of DSS effective Dec. 5, 2010.

Who does DSS report to?

DSS is an agency of the Department of Defense, which reports to the Under Secretary of Defense for Intelligence (USD(I)).



A great place to ... START YOUR CAREER

Work that truly matters. The rapidly changing world of national security and counterintelligence makes each day unique at the Defense Security Service (DSS). By joining the DSS team, you'll have the satisfaction of knowing your work has contributed to protecting national security and keeping defense technologies safe, while protecting our service members who are deployed worldwide.

ADVANCE YOUR CAREER

Make an immediate impact. DSS is a growing agency with a critical mission. This means you'll have the opportunity to quickly make an impact. Your fresh ideas and perspective can enhance the ability to identify and prevent threats to classified information. Much of the work DSS does is a collaborative effort, so your ideas are our best assets.

TRANSITION YOUR CAREER

Opportunities to succeed. Where can a career at DSS take you? Not only will you have many opportunities for advancement, you'll gain skills and abilities highly sought within the federal government and industry. Bring your experience and a strong desire to work; we'll provide the classroom and on-the-job training you'll need to succeed. Ongoing professional development, including mentoring and training, will help you succeed throughout your career.



For more information about career opportunities and instructions on how to apply, contact us at CAREERS@dss.mil or visit http://www.dss.mil/about_dss/employmentinfo.html.

CAREER FIELDS



Business Enterprise Professionals

DSS Business Enterprise Professionals are responsible for strategically creating synergy and efficiencies among support elements, consisting of Financial Management, Office of the Chief Information Officer, Office of the Chief Program Integration, Office of Acquisitions, and Support Services.

As an Acquisitions Professional, you will:

- Exercise contracting authority for required approvals for interagency acquisitions and inter-service support
- Manage the government-wide purchase card program
- Ensure compliance with Federal Acquisition Regulations
- Ensure compliance with DoD and agency regulations

As a Professional in the Office of the Chief Financial Officer, you will:

- Ensure effective resourcing and financial integrity of agency programs
- Provide strategic planning, leadership and partnership

As a Professional in the Office of Chief Information Officer, you will:

- Perform IT planning and resource management
- Provide Call Center support
- Oversee Information Assurance, Compliance, Policy and Security
- Responsible for Systems Engineering, development, network and infrastructure support

As a Professional in the Financial Management Division, you will:

- Responsible for development and controls for budget formulation
- Provide fiscal year financial guidance and training
- Oversee the agency's internal management control program
- Perform workload and work force evaluations

As a Professional in the Office of Program Integration, you will:

- Provide liaison between support functions and operations
- Facilitate advanced planning through Integrated Project Teams (IPT's) and Working Groups (WG's)
- Coordinate all programs and projects
- Review and analysis of business processes for improvements

As a Support Services Professional, you will:

- Responsible for coordination and management of field logistical support requirements
- Coordination of all space acquisitions and planning
- Ensure the accurate accountability of all agency capital property and proper agency records management

We Want You to Join Us!

CAREER FIELDS



Center for Development of Security Education (CDSE)

DSS provides security education, training, and professionalization products and services to security professionals through its Security Education, Training and Awareness (SETA).

CDSE is committed to developing and delivering state-of-the-art classroom and web-based security education and training that can be accessed worldwide, from anywhere, at any time.

As an Education, Training, and Certification Registrar, you will:

- Perform a wide variety of administrative and customer service related functions, utilize database management skills to input, publish and update records
- Engage and collaborate with security professionals and faculty to assist with academic, certification, and enrollment statuses

As an Information Technology (IT) Specialist, you will:

- Collaborate with instructors and curriculum managers to develop and maintain courseware using sophisticated delivery methods
- Develop interactive learning simulations such as gaming and other innovative tools to enhance the learner's experience

As an Instructional Systems Designer, you will:

- Collaborate with instructors and curriculum managers to analyze, design, and evaluate interactive classroom and online learning
- Analyze, develop, and implement materials to professionalize the DoD security workforce



As an Instructor, you will:

- Deliver classroom training at a state-of-the-art facility located in the National Capital Region, as well as in other locations within the United States and abroad
- Collaborate with other professionals and develop dynamic classroom training, as well as interactive online learning

As a Visual Information Specialist, you will:

- Design multimedia security education, training, and awareness products for use in the DoD, other government agencies, and industry
- Write, produce, and edit audio and video training projects

Explore Your Creative Potential!



Counterintelligence (CI) Professionals

DSS Counterintelligence (CI) professionals are highly respected in the Intelligence Community. As a CI professional, you will make a significant contribution in keeping sensitive and classified information and technologies out of the hands of our nation's adversaries.

As a CI Professional, you will:

- Analyze reports of suspicious contacts or activity by industry
- Apply your analytical skills to identify real-time threats to U.S. classified information and technology
- Identify effective countermeasures to mitigate threats
- Thwart our adversaries' Cyber tactics in the new Cyber Security Operations Division
- Participate in interagency working groups and exchange information to better define threats and counter new adversarial techniques
- Brief key decision makers on trends, analysis and studies related to counterintelligence and security
- Have access to the full investigative resources of the Department of Defense (DoD) and the Intelligence Community
- Work in a collaborative environment with other CI professionals
- Have an attractive career ladder with significant opportunities for career advancement

Foreign Ownership, Control or Influence (FOCI) Professionals

Foreign investment plays an important role in maintaining the vitality of the U.S. industrial base. While it is the policy of the U.S. Government to allow foreign investment consistent with the national security interests of the United States, foreign investment in U.S. industry poses a unique risk to the protection of classified information.

As a member of our Foreign Ownership, Control or Influence (FOCI) team, you'll be working with experts in security, finance, business structures, and corporate governance. You will identify, record, and analyze foreign investment in U.S. companies performing classified work and then help craft agreements to mitigate the impact of FOCI on the cleared company.

As a FOCI Professional, you will:

- Analyze corporate structures to determine the true ownership of cleared companies
- Support the Committee on Foreign Investment in the United States, an inter-department committee that reviews all foreign investment in the United States
- Provide FOCI training to various stakeholders in the public and private sectors
- Negotiate and oversee corporate-wide agreements with some of the largest defense companies in the world
- Brief key decision makers on trends and analysis regarding foreign investment in the U.S. defense industry
- Evaluate internal processes and procedures to find opportunities to increase risk management capabilities

CAREER FIELDS

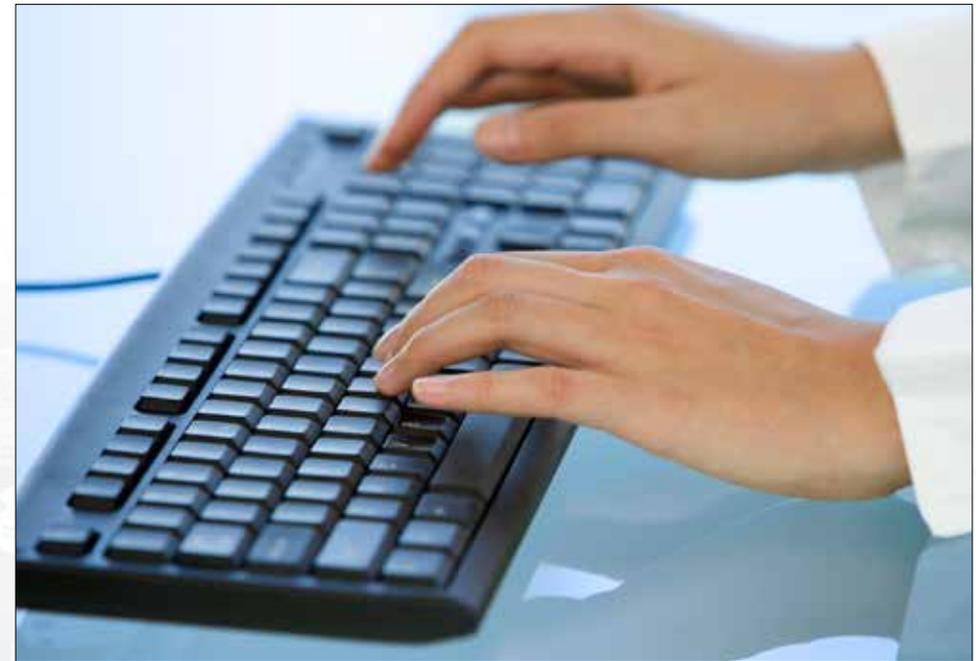


Information System Security Professionals (ISSP)

DSS ISSPs are information technology (IT) specialists with responsibility for oversight of complex information assurance and cyber related activities at cleared national industrial security program (NISP) contractor sites across the country. The ISSP employs technical knowledge and interpersonal skills to ensure Information Systems Security Managers (ISSMs) and others understand and implement the technical controls and processes required to protect information being processed on information systems (IS). The ISSP plays a critical role in ensuring national security information and assets are properly protected.

As an ISSP, you will:

- Providing assistance, guidance, and oversight to non-government manager responsible for implementing an IS security program at a given company's operating location
- Evaluating IS related documentation submitted to support government approval for an information system to process national security information
- Assessing information systems' compliance with published security requirements during recurring scheduled visits and/or system certification visits to NISP contractor sites
- Providing guidance and oversight during NISP company security incidents when information systems processing national security information are involved
- Working as part of an integrated team to ensure the assigned DSS field office is successful in supporting the NISP mission
- Acting as a mentor and trainer to ensure new DSS personnel are properly equipped to fulfill mission requirements in an effective, accurate, and consistent manner
- Representing DSS and providing briefings during NISP community meetings and conferences



Unique Opportunities Await You!

CAREER FIELDS



Industrial Security Representatives (ISR)

The Industrial Security Representatives (ISRs) at DSS are the primary interface between the U.S. Government and industry, and interact with their industry counterparts on a daily basis. They provide oversight, advice and assistance and ultimately determine the ability of those companies to protect classified information.

As an ISR, you will:

- Conduct research and gather information to determine whether a U.S. company will be granted permission to work with classified contracts
- Meet and work with security professionals in government and industry
- Conduct analysis of the security posture of cleared facilities and recommend solutions to vulnerabilities and weaknesses
- Provide security education to industry professionals
- Develop skills leading to positions of increased responsibility within DSS and throughout government or industry
- Work independently and as part of a team
- Develop skills that are highly sought within the federal government and easily transferable to the private sector
- Have opportunities for career growth

In addition to our core mission, we offer vast opportunities in our support function to include:

Communications, Finance, Human Capital, Legal, Logistics, and Public Affairs.

DSS is an Equal Opportunity Employer.

Personnel Security Specialists

The Personnel Security Specialists at DSS ensure that only trustworthy people gain access to classified information. As a Personnel Security Specialist, you'll be the first line of defense in identifying individuals who may pose a risk to national security.

As a Personnel Security Specialist, you will:

- Analyze investigative case files to determine whether a person is able and willing to safeguard classified national security information, based on his or her loyalty, character, trustworthiness, and reliability
- Understand and apply national guidelines that determine eligibility for access to classified information
- Educate industry on the personnel clearance process
- Incorporate the latest technology into the clearance process
- Work both independently and in a collaborative environment with other security professionals





DSS SUPPORTING OUR WARFIGHTERS

DSS is committed to assisting military members (and their families) who have served our country and participate in Wounded Warrior and disabled Veterans programs that provide support and resources to develop employment skills to assist them as they transition into the civilian workforce.

The Department of Defense Operation Warfighter (OWF)

An internship program that places wounded, ill, and injured (WII) Service Members in supportive work settings that positively impact the recuperation process and provides an opportunity to augment employment readiness as participants return to duty or separate from the military.

The Department of Defense Hiring Heroes Program

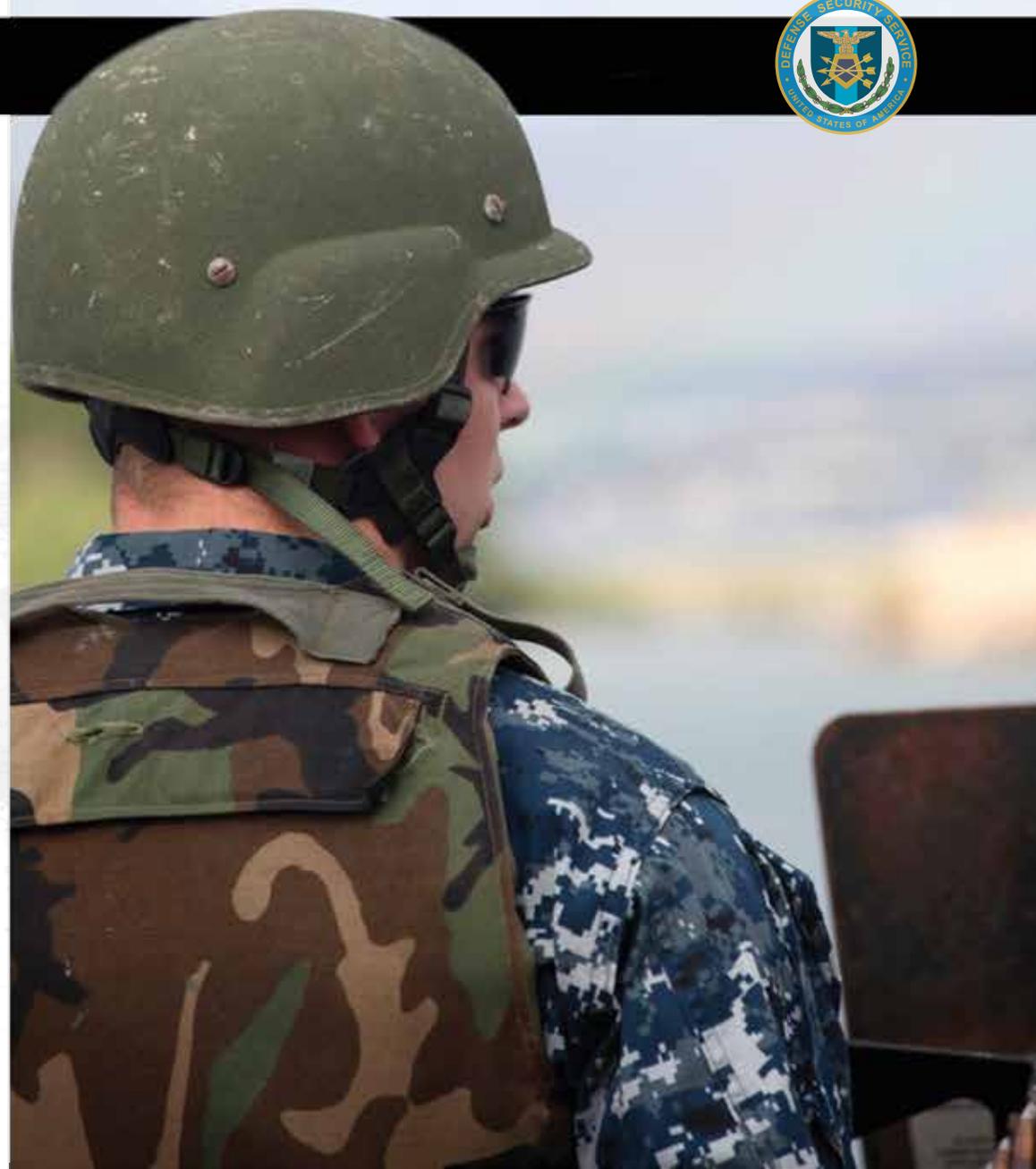
Provides continuing outreach, recruitment assistance products and services to wounded, ill, injured and transitioning Service members, Veterans, spouses and primary caregivers through organizing and conducting specialized career fairs to increase awareness of job opportunities. The career fairs bring DOD Agencies, other Federal Agencies and private sector corporations together to offer career opportunities.

Department of Veterans Affairs Non-Paid Work Experience Program

Provides eligible Veterans with the opportunity to obtain training and practical job experience by working in a Federal, State, or Local government agency.

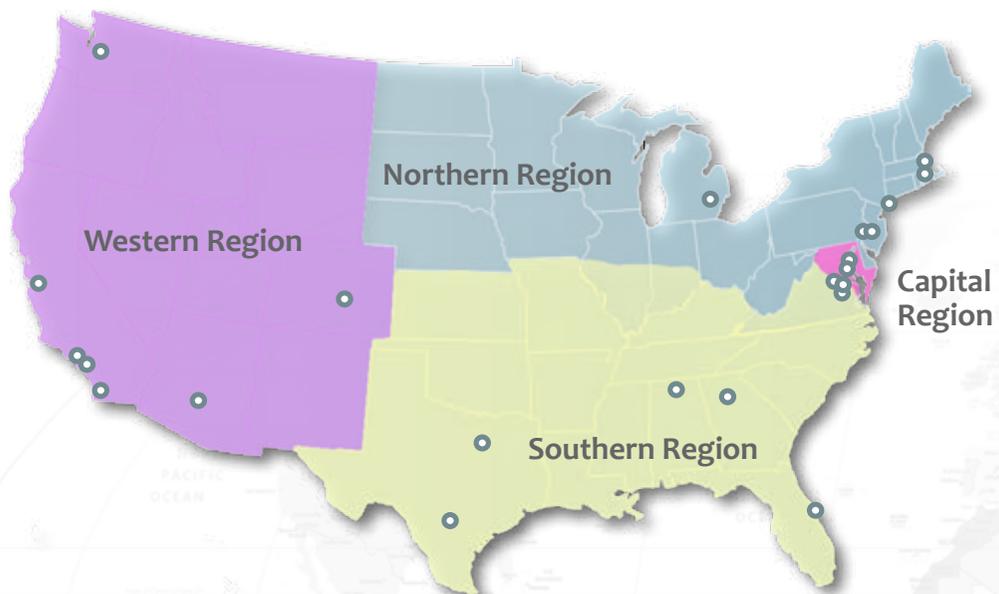
DOD Military Spouse Preference Program: The DOD Military Spouse

Preference Program applies to spouses of active duty military members of the U.S. Armed Forces, including the U.S. Coast Guard and full-time National Guard, who desire priority consideration for competitive service positions at DOD activities in the U.S. and its territories and possessions.



For more information about career opportunities and instructions on how to apply, contact us at CAREERS@dss.mil or visit http://www.dss.mil/about_dss/employmentinfo.html.

DSS Field Office Locations



DSS plays an integral role in ensuring the safe and secure operations of approximately 14, 000 cleared contractor facilities across the nation under the National Industrial Security Program (NISP).

Capital Region

- Alexandria, VA
- Chantilly, VA
- Hanover, MD

Northern Region

- Andover, MA
- Mt. Laurel, NJ
- Philadelphia, PA
- Westbury, NY
- Norwood, MA
- Livonia, MI
- Fairview Heights, IL

Western Region

- San Diego, CA
- Sunnyvale, CA
- Phoenix, AZ
- Colorado Spring, CO
- Tacoma, WA

Southern Region

- Irving, TX
- San Antonio, TX
- Atlanta, GA
- Huntsville, AL
- Melbourne, FL
- Virginia Beach, VA





Working for DSS ...

There are many benefits to a career with DSS — leadership and technical skills training, promotion to positions of increasing responsibility, competitive pay, life and health insurance benefits, and generous retirement and leave programs.

Our organization:

- Has a strong leadership team with broad experience in the security, counterintelligence, education, training and certification fields
- Is committed to developing and furthering your professional career
- Employs professionals with a wide variety of educational and career experience
- Is committed to diversity in hiring and promotions throughout the organization

Your opportunities:

- Development and advancement in a growing agency with a nationwide mission with global impact
- Travel to support mission areas
- Development of skills highly sought within the federal government and in industry

has its advantages!



We offer:

- Interesting, challenging work
- An opportunity to serve the nation
- A chance to make a difference now at a growing agency
- Leadership and technical skills training
- Competitive pay
- Flexible work schedules and leave accrual
- Retirement benefits
- Life and health insurance benefits
- Matching contributions into a tax-deferred retirement fund

Additional benefits are available (subject to eligibility):

- Tuition assistance
- Student loan repayment
- Recruitment, relocation, and retention incentives
- Opportunities for interagency assignments
- Support for community service participation

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