SECURING THE HOMELAND FROM TRANSNATIONAL THREATS AND CRIMINAL ORGANIZATIONS
WHO WE ARE

HSI is the principal investigative arm of the U.S. Department of Homeland Security, responsible for investigating transnational crime and threats, specifically those criminal organizations that exploit the global infrastructure through which international trade, travel, and finance move.

OUR MISSION

HSI investigates, disrupts, and dismantles terrorist, transnational, and other criminal organizations that threaten or seek to exploit the customs and immigration laws of the United States.

OUR APPROACH

HSI successfully conducts investigations into global criminal enterprises and terrorist networks that violate U.S. laws by utilizing the agency’s:

- Unique and expansive criminal and administrative authorities;
- Strategic law enforcement and non-governmental partnerships;
- Robust international footprint and connectivity; and
- Cutting-edge technology and innovation, and sophisticated criminal analysis
HSI investigates the illegal cross border movement of people, goods, and money into and out of the United States. Across the country and around the world, HSI pursues cases into and initiatives to counter:

- Narcotics Smuggling
- Money Laundering
- Child Exploitation
- Transnational Gangs
- Labor Exploitation
- Human Smuggling
- Human Trafficking
- Weapons Trafficking
- Identity & Benefit Fraud
- Financial Fraud & Scams
- Illegal Technology Procurement & Sanctions Violations
- Terrorism & National Security Threats
- Human Rights Violations & War Crimes
- Cultural Property, Art, & Antiquities Smuggling
- Intellectual Property Theft & Trade Fraud
- Cybercrime
HSI’s workforce consists of more than 10,400 employees, including special agents, criminal analysts, mission support personnel, and contract staff assigned to offices throughout the United States and around the world.

Most of HSI’s 7,100+ special agents are assigned to one of HSI’s Special Agent in Charge (SAC) offices or multiple sub-offices located in over 220 cities across the nation. HSI’s domestic footprint is supplemented by over 2,800 task force officers representing key strategic federal, state, and local partners in the fight to combat transnational criminal organizations.
HSI’s international force is DHS’s largest investigative presence abroad, anchored by over 220 special agents assigned to U.S. embassies, consulates, and combatant commands around the globe. With over 80 international offices in more than 50 countries, HSI has one of the largest international footprints in U.S. law enforcement.
**Homeland Security Investigations**

**Qualifications – Grade Level 9**

**Experience:** One year of specialized experience at the Grade Level 7 or equivalent performing duties such as:
- Conducting search and seizures and apprehending and detaining suspects
- Communicating effectively in writing in order to prepare investigative chronology, affidavits, criminal complaints, operational plans, and other law enforcement documents
- Participating in various phases of investigations and understanding of progressively more complex interrogation and debriefing techniques
- Applying complex investigative methods in order to recognize, collect, and present evidence that reconstructs events, sequences, linkages and time elements, relationships, responsibilities, legal liabilities, and conflicts of interest, in a manner that meets requirements for criminal and/or civil prosecutions
- Utilizing surveillance techniques and procedures regarding the enforcement of laws and related statutes used in identifying, locating, investigating and arresting individuals

**Education:** A master's (or equivalent graduate degree such as a L.L.B/J.D.) or two academic years of progressively higher-level graduate education leading to such a degree.

**Combination of Education and Experience:** A combination of successfully completed post-high school education and experience. This will be calculated using your resume and unofficial transcripts or a list of courses/course hours submitted with your application.
• U.S. citizen
• Selective service registration required for males
• Valid U.S. driver’s license
• Successfully complete pre-employment requirements:
  • Background investigation (*may include self funded travel to complete a polygraph*)
  • Medical exam
  • Drug test
  • Interview
  • Physical Fitness Test
• No misdemeanor convictions for domestic violence
• Attend five-month training at FLETC in Glynco, GA
• Referred for selection prior to 37th birthday*

*Certain exclusions apply for Preference Veterans and those in currently in certain Law Enforcement positions
HOMELAND SECURITY INVESTIGATIONS

Requirements

- One-Year probationary period
- Obtain and maintain a Top-Secret Clearance
- Carry a firearm while performing duties
- Meet and maintain firearm proficiency
- Use of deadly force when necessary
- Reside within 50 miles of assigned duty station
- Willing to accept employment at any location*
- Work in remote areas, at night, or in extreme weather conditions

*Preferences taken into consideration, however agency needs dictate duty station
The Pre-Employment Physical Test consists of four individual timed events, performed correctly, in the order listed below, with no more than five minutes between exercises, and requires a minimum score for each:

1. 32 sit-ups in one minute or less
2. 220-yard sprint in 47.73 seconds or less
3. 22 push-ups in one minute or less
4. 1.5-mile run in 14 minutes, 25 seconds or less
The HSI Academy is responsible for providing basic and advanced training to HSI Special Agents in the most current and effective methods of conducting transnational criminal investigations.

- The HSI Academy provides basic training in legal principles and investigative techniques through the HSI Special Agent Training (HSISAT) program that is completed by all HSI Special Agents.

- Advanced training curriculum offered through the HSI Academy allows HSI Special Agents to hone their skills through specialized courses in multiple specific programmatic areas throughout their career.
 • Applicants choose location preferences in USAJOBS.
 • Applicants may be offered any geographic location that falls within the Area of Responsibility (AOR) for any of the 30 domestic Special Agent in Charge (SAC) offices, including any office/state that falls within that SAC’s jurisdiction.
 • The duty location will be determined upon the final job offer (after passing the assessments and pre-employment and fitness clearances) based on the needs of the agency and availability of positions and funding.
 • Requests to change SAC offices after an applicant already been selected cannot be granted.
 • Agents remain in the initial SAC office for at least 3 years, but may be reassigned within the AOR.
HOMELAND SECURITY INVESTIGATIONS
A Day in the Life of a Special Agent

- Conducting enforcement actions such as executing search warrants, seizure warrants, making arrests, controlled deliveries, etc.
- Drafting affidavits for search warrants, seizure warrants, criminal complaints, etc.
- Research and analytics derived from various database queries, review of financial records, import/export records, etc.
- Conducting physical and electronic surveillance.
- Interviewing victims, witnesses, and subjects of investigation.
- Working with confidential informants.
- Documenting work (surveillance, document analysis, results of search warrants, interviews, etc.) in reports of investigations.
- Meetings and case presentations at the U.S. Attorney’s Office.
- Producing discovery, trial preparation, testifying, etc.
- Every day differs and is often unpredictable.
• Full promotion potential to GS-13 – non-competitive
• Application, testing, and interview to promotional GS-14 Group Supervisor - competitive
• Application and interview to promotional GS-15 Assistant Special Agent in Charge - competitive
• Application and interview to promotional GS-15 Deputy Special Agent in Charge - competitive
• Senior Executive Service promotional opportunities - competitive
### FERS LEO Retirement Eligibility

<table>
<thead>
<tr>
<th>TYPE OF SEPARATION</th>
<th>COVERED SERVICE</th>
<th>AGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Optional</td>
<td>20 years</td>
<td>50</td>
</tr>
<tr>
<td></td>
<td>25 years</td>
<td>Any</td>
</tr>
<tr>
<td>Mandatory</td>
<td>20 years</td>
<td>57</td>
</tr>
</tbody>
</table>

- An employee is deemed to reach their age on the day before their birthday
- Must meet age and service requirements
- Must be separated from position subject to FERS
  - Does not have to be separated from "covered" position
- Unused Sick leave cannot be used to meet service eligibility requirements
Questions/Comments