

Real Business - Real Careers

Finance and Contracting Officer Tracks



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Objectives

- ▶ Create Awareness of Real Business Career Opportunities in the Government Sector
- ▶ Discuss the Security Process for Entering the “Clearance Required” Employment Market



Real Business Careers In Government Agencies

- ▶ Many Similarities with Fortune 500 Companies
 - Thousands of Employees
 - Multiple, Dispersed Locations
 - Infrastructure, Operational, Analytical, R&D Functions
 - Technology Permeates All Aspects of Organization
 - Budget Constrained Environment

- ▶ **Smart Business Processes Essential for Success**

- ▶ Introducing. . .
 - FINANCE OFFICER
 - CONTRACTING OFFICER



FINANCE OFFICER

- Career Opportunities -

- ▶ Vested with Unique Authorities
- ▶ Budget
- ▶ Financial Certification
- ▶ Covert Payments
- ▶ Plans & Programs
- ▶ Payroll
- ▶ Auditor



FINANCE OFFICER

- Development Path -

- ▶ Formal Training Program
- ▶ Variety of Assignments
- ▶ Potential Overseas Assignments
- ▶ Supervisory and Management Levels



FINANCE OFFICER

- Qualifications -

- ▶ GPA of 3.0 or Higher
- ▶ 4 Semesters of Accounting
- ▶ Affinity for Working with Numbers
- ▶ High Attention to Detail
- ▶ Some Related Experience Preferred



CONTRACTING OFFICER

- Career Opportunities -

- ▶ Holds Unique Statutory Authority
- ▶ Integrated with Customer - Not Centralized Buying
- ▶ “Business Advisor” Role - Not Just Writing Contracts
- ▶ Critical Player Throughout “Acquisition Cycle”
 - Planning
 - Requirements Development
 - Market Research
 - Competition
 - Negotiation
 - Contract Award and Negotiation



CONTRACTING OFFICER

- Development Path -

- ▶ Formal Training Program
- ▶ Variety of Assignments
- ▶ No Overseas Assignments
- ▶ Progression Along Competency Levels
- ▶ Supervisory and Management Levels



CONTRACTING OFFICER

- Qualifications -

- ▶ GPA of 3.0 or Higher
- ▶ 2 Semesters of Accounting
- ▶ Broad Business Course work
- ▶ Not Looking for Specialists
- ▶ Business Savvy
- ▶ Extremely Strong Communication/Interpersonal Skills
- ▶ Some Related Experience Preferred



Compensation

▶ Competency & Performance Based - Not Longevity

(Notional Salary + Bonus)

- New Hire ~ \$45K (2005 projected)
- Full Performance with 7 Years ~ \$70K
- Supervisor with 14 years ~ \$100K
- Manager with 21 years ~ \$135K

▶ Government Benefits

- Job Demand - Stability
- Retirement

▶ Full Disclosure

- Cost of Living
- Commute



“Clearance Required”

- Considerations -

- ▶ Surge in Positions for Government and Industry
- ▶ Requirements (*Not all Inclusive*)
 - US Citizen
 - No Illegal Drug Use
 - No Significant Financial Vulnerabilities
 - No Criminal Convictions
 - Absence of Foreign Influence
 - Clean Employment Record
 - Free of Emotional/Psychological Disorders



“Clearance Required”

- Security Process -

- ▶ Website Submission
- ▶ Interview
- ▶ Pre-Screening
- ▶ “Conditional” Offer of Employment
- ▶ Polygraph
- ▶ Medical/Psychological Examination
- ▶ Exhaustive Background Investigation
- ▶ Security Adjudication
- ▶ Entrance on Duty (Start Date)

**6 - 9
Months**

From

Interview

to

**Entrance
on Duty**



Final Points to Consider

▶ Patience

- Throughout the Security Process
- During Initial Training and Assignments

▶ Real Work

- Reasonable Expectations Required
- No Instant Experts

▶ Environment of Change and Unknown

- Positive Attitude
- Flexibility



Conclusion

- ▶ Real Business Gets Done in the CIA
- ▶ Intensive Security Process
- ▶ It's Worth It in the Long Run

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