



Discover your career

# FINANCE & ACQUISITION



**DEFENSE INTELLIGENCE AGENCY**

COMMITTED TO EXCELLENCE IN DEFENSE OF THE NATION



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We will continue to develop a highly skilled, professional and agile workforce through a robust Talent Management System that grows employees from the entry-level to the senior ranks ... We will invest in developing those individuals through defined career paths. The Agency will actively steer employees into priority assignments when needed to cover mission.

We will promote officers who best meet our standards, represent our culture, and demonstrate the capability to contribute at the next level. This process will involve leadership at all levels and treat DIA's human capital as the most critical resource for the success of the Agency.”

–DIA Strategic Approach

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## Are you ready for a career in Finance & Acquisition?

DIA officers in the Finance & Acquisition Career Field play a critical role in the Agency's resource allocation process. Finance & Acquisition officers are contributors to the allocation, planning, programming, budgeting, contracting and execution of our mission through the budget and acquisition lifecycle.

For example, Finance & Acquisition officers could formulate and execute multiyear budgets or manage vital frequent financial transactions that drive auditable financial statements. You may also play a fundamental role in the creation and management of acquisition projects, or be part of the official Government contracting process. In supportive roles, officers work diligently to ensure timely procurement of the necessary goods and services needed to accomplish DIA's mission.

DIA is entrusted with American taxpayer dollars to defend the Nation, and your expertise in finance and acquisition is crucial for responsibly upholding this trust. Whether we plan for the needs of the future or work to buy goods and services required today; our mission would not be successful without the contributions of our officers. Think this could be you? If so, explore how your unique contributions can make a national impact in protecting our warfighters and our great Nation as an officer in one of our many specialty areas.

**ON THE COVER:** John and Leila, management and program analysts, walk with Idris, acquisition program manager, and discuss ways to educate the workforce on DIA's financial programs and resources.

## Finance & Acquisition Specialties

### Acquisition Program Management

Officers in this specialty work across DIA, the Department of Defense and the Intelligence Community to identify mission needs, collect requirements and build a path to implement solutions. You will have the challenging task of meeting cost, schedule and performance objectives to fulfill operational requirements. Serve on our team in one of these positions:

- Acquisition Program Analyst.
- Acquisition Program Manager.



### Budget

Join our team of experts who employ their research, analysis and funds expertise to build and execute our federal funding. Serving as DIA's bridge between our overseers and internal program managers, you will defend our critical programs' funding throughout the acquisition lifecycle via annual budget submissions to Congress. Serve on our team in one of these positions:

- Budget Analyst.
- Management Analyst.
- Program Analyst.



**UPPER RIGHT:** Erin, financial specialist, manages DIA's daily financial transactions. Her work contributes to the success of the Agency.

**LEFT:** Budget analyst working on data charts for a budget hearing.

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“ As officers in the Finance and Acquisition Career Field, we enable the Defense Intelligence Enterprise mission with integrated acquisition and resource solutions. You are key players in achieving mission success.”

FINANCE & ACQUISITION CAREER FIELD MANAGER

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## Contracting & Procurement Analysis

As DIA's face to industry, you will be at the forefront of our global mission support, contracting for items like the latest in information technology or armored vehicles. Often working behind the scenes to ensure all customer requirements are procured within legal and regulatory tenets, you will directly ensure mission success. Serve on our team in one of these positions:

- Contract Specialist.
- Procurement Analyst.

**BELOW:** Imani, budget analyst, and Idris, acquisition program manager, discuss plans to facilitate a training session that would enable Finance and Acquisition officers to collaborate on DIA contracts.



## Finance & Accounting

Officers in this specialty are key mission players who ensure our funds are accurately identified and available for DIA's global mission execution. You will manage our day-to-day financial transactions while providing expert research and analysis for senior decision making and Agency reporting. Serve on our team in one of these positions:

- Accountant.
- Financial Specialist.
- Systems Accountant.



## Requirements Manager & Contracting Officer's Representative

Adeptly managing DIA's contractor workforce, you will work with customers to identify contractor requirements and oversee awarded contracts. As an officer in this specialty, you will ensure that our worldwide contractor workforce fulfills their required roles in support of DIA's mission. Serve on our team in one of these positions:

- Requirements Manager/  
Contracting Officer's Representative.

**TOP:** Amit, program analyst, and Robert, budget analyst, manage awarded contracts and research financial transactions related to cost and global mission support.

**BELOW:** Tessa, senior financial expert, explains the Congressional Budget Justification Book and DIA's reporting requirements to a colleague.





## Do What Matters

### DIA's Unique Role

DIA is committed to excellence in defense of the Nation. Leaders at all levels of the military and U.S. Government rely on DIA for cutting-edge analysis, targeted collection and advanced technological expertise to support global military operations. We provide defense intelligence on foreign militaries and operating environments that delivers decision advantage to prevent and decisively win wars. Excellence begins with the support that each member of DIA and the greater Defense Intelligence Enterprise receives every day to complete the mission. With a global workforce of over 16,500 employees, DIA requires a robust, agile and skilled mission support team to provide administrative, physical and technical support while operating in complex threat environments.

# DIA Career Fields and Specialties

## Analysis

- All-Source Analysis
- Scientific & Technical Intelligence

## Counterintelligence

- Counterintelligence Agent
- Cover Support

## Finance & Acquisition

- Acquisition Program Management
- Budget
- Contracting & Procurement Analysis
- Finance & Accounting
- Requirements Manager & Contracting Officer Representative

## Human Intelligence

- Clandestine Collection
- Operations Support
- Overt Collection

## Human Services

- Behavioral Sciences
- Equal Employment
- Human Resources
- Training & Education

## Information Technology

- Cyber Security
- IT Data Specialist
- IT Engineer
- IT Mission Support
- IT Specialist

## Mission Management

- Collection Management
- Intelligence Operations Management
- International Affairs
- Joint Capability Development & Intelligence Support to Acquisition
- Joint Intelligence Planning
- Joint Target Intelligence
- Policy & Strategy

## Office Management & Infrastructure

- Communications, Operations & Media
- Facilities
- Logistics
- Program Analysis & Management
- Staff Operations

## Science & Technology

- Open-Source Intelligence
- Research & Development
- Technical Collection
- Technical Exploitation
- Technical Operations

## Security

- Credibility Assessment
- Criminal Investigator
- Global Security
- Insider Threat
- Police
- Security Specialist



# DIA&YOU

Your Career. Our Commitment.

For more information on a career at DIA, visit our website:

[www.dia.mil/careers](http://www.dia.mil/careers)