

DEFENSE INTELLIGENCE AGENCY



Solutions for Intelligence Analysis 3 (SIA 3)

Labor Categories and Experience Levels

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v2.1

Appendix A of the Ordering Guide

APPENDIX A

SIA 3 Labor Categories and Experience Levels

1. The SIA 3 PMO gathered input from stakeholders across the DIE to create experience levels and labor categories for use in the SIA 3 IDIQ. At the time of the initial IDIQ award, there were 4 experience levels and 94 labor categories. The PMO anticipates that there will be very few new labor category requirements identified during life of the contract. Offices identifying new requirements should provide details to the PMO; the PMO will then work with the IDIQ CO to add these labor categories to the contract.

Additionally, some labor categories include classified definitions. Offices requiring the classified versions should contact the PMO for assistance.

2. **Experience Levels.** The SIA 3 IDIQ requires contractor personnel with four levels of experience. Qualifications and skills requirements for each level follow. Some individual labor categories have additional requirements that are detailed with that labor category.

2.1 Junior

- Demonstrates working knowledge of the concepts involved in the specific functions outlined in the specified labor category description.
- Knowledgeable of and demonstrates ability to apply IC and DoD classification guidelines and procedures.
- Demonstrates ability to work semi-independently with oversight and direction.
- Demonstrates ability to use logic when evaluating and synthesizing multiple sources of information. Demonstrates understanding of interpreting analysis to include, but not limited to, its meaning, importance, and implications. Demonstrates ability to defend analytic judgements with sound, logical conclusions and adapt analytic judgments when presented with new information, evolving conditions, or unexpected developments.
- Demonstrates ability to produce timely, logical, and concise analytic reports, documents, assessments, studies, and briefing materials in formats including Microsoft Office tools (e.g. Excel, Word, PowerPoint, *etc.*), electronic / soft copy matrices and / or web-enabled formats.
- Demonstrates ability to communicate complex issues clearly in a concise and organized manner both verbally and non-verbally; with strong grammar skills. Demonstrates proficiency using Microsoft Office tools.
- Demonstrates ability to develop structured research including, but not limited to, obtaining, evaluating, organizing, and maintaining information within security and data protocols.
- Demonstrates ability to recognize nuances and resolve contradictions and inconsistencies in information.
- Demonstrates working knowledge using complex analytic methodologies, such as structured analytic techniques or alternative approaches, to examine biases, assumptions,

and theories to eliminate uncertainty, strengthen analytic arguments, and mitigate surprise. Structured analytic techniques include, but not limited to, Analysis of Competing Hypotheses, Devil's Advocacy, High-Impact / Low-Impact Analysis, Red Team Analysis and Alternative Futures Analysis.

- Demonstrates understanding of intelligence collection capabilities and limitations, to include but not limited to, technical sensors / platforms and human intelligence sources related to the labor category.
- Demonstrates understanding of evaluating collected intelligence reporting, engaging with collection managers, and developing collection requirements.
- Desired Experience: Minimum 3 years of experience conducting analysis relevant to the specific labor category, with at least a portion of the experience within the last 2 years.
- Desired Education: Bachelor's degree in an area related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education. An additional 4 years of experience in the specific labor category, for a total of 7 years of experience in the specific labor category, may be substituted for a Bachelor's degree.

2.2 **Mid**. Meets all qualifications and skills of a Junior, plus:

- Demonstrates comprehensive mission knowledge and skills that affirms completion of all developmental training and experiences for the labor category.
- Demonstrates ability to communicate understanding from information that may be incomplete, indirect, highly complex, seemingly unrelated, and / or technically advanced. Demonstrates ability to structure analysis based on trends in reporting and a range of analytic perspectives from other analysts, organizations, and intelligence disciplines.
- Demonstrates ability to work independently with minimal oversight and direction.
- Demonstrates ability to collaborate and work with other IC members on information sharing, driving collection, and addressing analytic disputes and conflict resolution.
- Demonstrates ability to develop concise, insightful, and comprehensive products for defense intelligence.
- Demonstrates ability to lead teams in researching multifaceted or critical problems. Provides guidance in selecting, designing, and applying analytic methodologies. Uses argument evaluation and validated analytic methodologies to challenge differing perspectives.
- Desired Experience: At least 8 years of experience conducting analysis relevant to the specific labor category with at least a portion of the experience within the last 2 years.
- Desired Education: Bachelor's degree in an area related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education.

2.3 **Senior**. Meets all qualifications and skills of a Mid, plus:

- Demonstrates in-depth knowledge and understanding of the labor category activities required to meet mission requirements.
- Demonstrates mastery of qualitative and quantitative analytic methodologies and pursue developments in academia or other fields that affect tradecraft methodology.

Demonstrates ability to define comprehensive, new, or unique research approaches that enable rigorous assessments to address and contribute to high-level tasks.

- Demonstrates in-depth analysis of analytic operations and knowledge management issues across organizational and intra-IC boundaries and clearly articulates key findings.
- Demonstrates ability to work independently and with minimal oversight.
- Demonstrates ability to review analytic products for cogent arguments, tradecraft standards, and adequate support for conclusions; routinely tests analytic rigor of analytic products.
- Desired Experience: Minimum 12 years of experience related to the specific labor category with at least a portion of the experience within the last 2 years.
- Desired Education: Master's degree in an area related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education; or have Bachelor's degree related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education and an additional 5 years of related senior experience, for a total of 17 years, as a substitute to the Master's degree.

2.4 **Expert**. Meets all qualifications and skills of a Senior, plus:

- Demonstrates ability to define problems, supervise studies and lead surveys to collect and analyze data to provide advice and recommend solutions.
- Demonstrates analytic leadership and expertise in identifying, planning, developing, and executing analytic production methodologies, tradecraft and techniques aligned with labor category mission.
- Demonstrates extensive ability to provide strategic advice, technical guidance and expertise to Defense planners and policymaker (e.g. Undersecretary level or higher).
- Desired Experience: Minimum 20 years of experience conducting analysis relevant to the specific labor category with at least a portion of the experience within the last 2 years.
- Desired Education: Master's degree in an area related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education.

3. **Labor Qualifications**. Unless specified in the specific labor categories and duty description section, the following qualifications are applicable to all labor categories in the Analysis mission task area. TOs may further specify and require a minimum language qualification level of 3 / 3 / 3 in listening / reading / speaking proficiency as measured by the Defense Language Proficiency Test (DLPT) or equivalent.

4. **Mission Task Areas**. Distributed across the five Mission Task Areas, there are 103 labor categories.

4.1. **Analysis**. Labor categories of the Analysis mission task encompass a wide range of analytic intelligence requirements from regional and political-military capabilities to technical and functional aspects of foreign defense military industries in support of warfighters, Defense planners and policymakers. Within such roles, contractors shall produce or contribute to all-source intelligence to DIE and IC products and do so within in-place tradecraft expertise expectations.

4.1.1. Analysis Labor Categories and Duty Descriptions (47). For each of the following Analysis labor categories, individual TOs will specify the expertise needed spanning:

- Air Systems Analyst
- All Source Analyst
- Biological Weapons (BW) Analyst
- Biometrics / Identity Intelligence (I2) Analyst
- Chemical Weapons (CW) Analyst
- Command, Control, Communication, Computers & Intelligence (C4I) Analyst
- Counterdrug (CD) / Transnational Organized Crime (TOC) Analyst
- Counterintelligence (CI) Analyst
- Counterterrorism / Insurgency Analyst
- Cyber Analyst
- Defense Industry Analyst
- Denial and Deception (D&D) Analyst
- Economic Analyst
- Electronic Intelligence (ELINT) Analyst
- Emerging and Disruptive Technology Analyst
- Energy Analyst
- Geospatial Analyst
- Ground Systems Analyst
- Imagery Intelligence (IMINT) Analyst
- Logistics / Transportation Analyst
- Measurements and Signatures Intelligence (MASINT) Analyst
- Medical Intelligence Analyst
- Military Forces Analyst
- Missiles System Analyst
- Naval / Maritime / Naval Infantry Analyst
- Nuclear Systems Analyst
- Nuclear Weapons Analyst
- Open Source Intelligence (OSINT) Analyst
- Political Military Analyst
- Prisoner of War (POW) / Missing In Action (MIA) Analyst
- Proliferation Analyst
- Signals Intelligence (SIGINT) Analyst
- Social Media and Crowd-Sourced Data (SMCDA) Analyst
- Social Network Analyst
- Socio-Cultural Analyst
- Space / CounterSpace Analyst
- Target Materials (TM) Analyst
- Targeting Analyst
- Technical Intelligence (TECHINT) Analyst
- Technical SIGINT Analyst

- Technology Analyst
- Threat Finance Analyst
- Underground Facility (UGF) Analyst
- Warning Analyst
- Watchlist Analyst
- Weapons Systems Analyst
- Weapons of Mass Destruction (WMD) Analyst

4.1.2. Descriptions

- 4.1.2.1. Air Systems Analyst – Conducts all-source analysis of foreign air systems and air forces and operations to include, but not limited to, exercises, tactics, platforms, sensors, strategy and doctrine, weapons and readiness. Follows technology transfer and its military impact and ability of recipient countries to assimilate transferred technology. Analyzes military air force and potential commercial airline activities and assets to include, but not limited to, commercial airlines, military aircraft, cargo movements, logistical and maintenance, readiness, counter-narcotics, illicit trade, command and control (C2), defensive systems, and air base infrastructure.
- 4.1.2.2. All Source Analyst – Conducts analysis using intelligence and information from multiple sources to assess, interpret, forecast, and explain a range of national security issues and developments that are regional or functional in nature. Provides all-source analytic support to collections, operations, investigations, and other defense intelligence analytic requirements.
- 4.1.2.3. BW Analyst – Performs BW programs analysis to include, but not limited to, national and military doctrine, strategy, plans, policies, intentions, command force structures, and resources relating to current, emerging and future programs. Identifies technical capabilities, security, and vulnerabilities of BW programs, to include and not limited to BW production, stockpile, logistics and security, research and development, scientists, BW facilities characteristics and other related BW facilities. Performs BW proliferation and procurement analysis by identifying, and monitoring entities involved in sale or transfer of controlled and dual-use BW related goods. Identify supply chain vulnerabilities as well as identify procurement needs for BW programs.
- 4.1.2.4. Biometrics / I2 Analyst – Conducts analytic production on the full range of unique identifying human characteristics and modalities to include, but not limited to, fingerprints, deoxyribonucleic acid (DNA), iris scans, voiceprints, facial recognition features, and behavior for the purposes of identifying and tracking persons and networks. Fuses identity attributes to include, but not limited to, biographical, biological, behavioral, contextual, and reputational information related to individuals and intelligence associated with those attributes to identify and assess threat individuals and networks, their capabilities and capacity, centers of gravity, objectives, intent, and potential courses of action. Analyzes friendly and adversary biometric systems to understand their capabilities, vulnerabilities, and to inform the U.S. Defense Acquisition Community. Supports the production and coordination of doctrine and

policy documents, in accordance with applicable DoD authorities and guidance, to facilitate and advance I2 across the DIE.

- 4.1.2.5. CW Analyst – Performs CW programs analysis, to include and not limited to national doctrine, strategy, plans, policies, intentions, command authorities, and resources relating to current, emerging, and future CW programs. Identifies technical capabilities, security, and vulnerabilities to CW programs, to include, but not limited to, CW production, stockpile, logistics and security, research and development, testing, CW employment, scientists, CW facility characteristics, and other related CW facilities. Performs CW proliferation and procurement analysis by identifying and monitoring entities involved in the sale and or transfer of controlled and dual use CW related goods. Performs supply chain vulnerability analysis as well as procurement needs for CW programs. Performs analysis of foreign governments’ adherence and implementation of international and bilateral commitments to destroy CW capabilities and stockpiles.
- 4.1.2.6. C4I Analyst – Definition removed for classification purposes.
- 4.1.2.7. CD / TOC Analyst – Conducts all-source analysis of world-wide drug related issues to include, but not limited to, TOC, CD, and drug trafficking organizations (DTOs), DTO operations, internal security, methods, organizational facilities, personalities involved in drug production, processing, flow and narco-terrorism. Provide operational CD intelligence support both to DoD elements performing drug detection and monitoring missions and to U.S. and international law enforcement agencies involved in drug interdiction and anti-kingpin missions. Performs predictive analysis on the flows and patterns of TOC, CD, and DTOs and follows drug related corruption influence.
- 4.1.2.8. CounterIntelligence (CI) Analyst – Produces IC-coordinated all-source intelligence analytic products on foreign intelligence entities capabilities, intentions, willingness, and opportunities to threaten U.S. Department of Defense (DoD) personnel, resources, activities, and interests worldwide. Analysis is comprised of regional and functional CI topics, including foreign intelligence threats to Defense Critical Infrastructure Program (DCIP) and DoD supply chains and emerging technologies, and threats from foreign intelligence technical equipment to the DoD. Provides analytic support to senior officials, collectors, and operators throughout the DoD, IC, and law enforcement agencies/organizations and for DIA’s CI programs, functions, and mission activities.
- 4.1.2.9. Counterterrorism / Insurgency Analyst – Produces IC-coordinated all-source intelligence analytic products on non-state actors such as terrorist and insurgency groups and their activities worldwide. Analysis includes, but is not limited to, identifying, exposing, and exploiting terrorist / insurgent planning, operations, vulnerabilities; chemical, biological, radiological, nuclear and explosives (CBRNE) terrorist tactics, techniques and procedures (TTPs); providing warning; and pattern of life and network development analysis. Provides analytic support to counterterrorism and counter insurgency operations to include supporting 24 / 7 warning activities and Document and Media Exploitation (DOMEX). Supports the tracking, identifying,

entering, and management of identity information on known or suspected terrorists as well as nominating identities as terrorist threats.

- 4.1.2.10. Cyber Analyst – Definition removed for classification purposes.
- 4.1.2.11. Defense Industry Analyst – Conducts all-source analysis of foreign defense industrial programs, infrastructure, and capabilities supporting a foreign country’s ability to develop, equip, sustain, and employ its military forces across basic, strategic, and military industrial sectors. Includes assessing the research, development, acquisition, test, evaluation and production of foreign weapon systems and equipment; their associated facilities and output levels, knowledge of emerging and enabling technologies; and supporting industrial supply networks from raw materials to finished weapon systems. Analysis includes but is not limited to overall industrial organization, production processes, industrial control systems, design and surge capacities, cooperative arrangements with foreign defense industries and reliance on foreign technologies.
- 4.1.2.12. D&D Analyst – Conducts analysis of foreign states and non-states ability to mislead an adversary by manipulation, distortion, or falsification of evidence to induce a targeted observer’s reactions in a manner prejudicial to the observer’ interests. Conducts analysis of adversarial attempts to control what U. S. intelligence collection assets and efforts observe and acquire to manipulate perceptions and content of perceptions and shape decisions and actions of policymakers. Conducts analysis of foreign activities and programs designed to eliminate, impair, degrade, or neutralize the effectiveness of U.S. intelligence collection across all intelligence disciplines.
- 4.1.2.13. Economic Analyst – Conducts research and analysis of foreign economic structures and how they support their military industrial complexes. Performs analysis of economic health of foreign states and non-states and help determine the true level of defense spending and financial ability for and sustain military operations. Performs research and analysis to determine potential economic leverage points and vulnerabilities of foreign economies.
- 4.1.2.14. ELINT Analyst – Conducts analysis of signals and associated emitters utilizing ELINT data sources, tools, and techniques. Correlates technically-derived data including, but not limited to, one or more intelligence disciplines and with other information to determine the locations and identification of emitters.
- 4.1.2.15. Emerging and Disruptive Technology Analyst – Analyzes and assesses future technology and its military application(s) by foreign states and non-states. Produces assessments projecting the discovery, development, and deployment of advanced technologies and the potential impact to Defense Critical Infrastructure and U.S. nuclear weapons worldwide. Produces intelligence supporting the production of the National Security Threat Capabilities Assessment, and threat assessments / global baseline assessments for the Defense Critical Infrastructure Program (DCIP).

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- 4.1.2.16. Energy Analyst – Conducts analysis of foreign oil, natural gas, nuclear, solar, wind, and other forms of energy production and distribution systems to determine physical characteristics, capacity, and vulnerabilities. Conducts analysis of foreign electric power systems to include, but not limited to, generation, distribution, related control systems, usage, physical characteristics, capacity, and vulnerabilities.
- 4.1.2.17. Geospatial Analyst – Conducts geospatial analysis of objects, networks, and persons using geospatial tools, methodologies, spatial-temporal data, imagery, social and physical sciences. Exploits imagery, vector, and other data types to include non-geospatially correlated data to locate, identify, and map objects in the spatial domain. Provides analysis on, but is not limited to, terrain mapping, route planning, and maritime geospatial activity.
- 4.1.2.18. Ground Systems Analyst – Conducts all-source analytic production of foreign military ground forces and systems including, but not limited to, doctrine, D&D, exercises, platforms, sensors, motor transport, armor, artillery, C2, logistical and maintenance, readiness, and missions.
- 4.1.2.19. IMINT Analyst – Conducts all-source analytic production by interpreting imagery including, but not limited to, visible, infrared, and radar data as well as full motion video for the identification of foreign conventional and unconventional military installations; civilian infrastructure relevant to military capabilities; weapon systems; orders of battle; military equipment and defenses; battle damage assessments; communications; humanitarian efforts.
- 4.1.2.20. Logistics / Transportation Analyst – Conducts all-source analytic production on foreign logistics infrastructure facilities and networks associated with strategic mobility, sustainability, planning, and operations. Analytic topics include, but not limited to, roads, rail, inland waterway ports, depots, maintenance facilities and waterways to determine physical characteristics, capacity, and vulnerabilities. Publishes vulnerability assessments of worldwide transportation and logistics control and automation systems. Conducts analysis of foreign military logistics systems, both conventional and non-conventional, from the command and organization structure, to storage and distribution networks.
- 4.1.2.21. MASINT Analyst – Exploits and transforms collected measurement and signatures data and information into intelligence products. Conducts analysis of measurement and signatures data including, but not limited to, acoustic, infrasound, seismic, and effluents along with their interaction with matter, both terrestrial, atmospheric and exo-atmospheric.
- 4.1.2.22. Medical Intelligence Analyst – Definition removed for classification purposes.
- 4.1.2.23. Military Forces Analyst – Conducts all-source analytic production on foreign military forces on, but not limited to, foreign military organizations, command structure,

strategy and doctrine, capabilities, equipment, operations and exercise, facilities, sustainment, leadership, and force disposition / order of battle.

- 4.1.2.24. Missiles System Analyst – Analyzes and assesses current and future foreign missile technology to include but not limited to foreign missile system capabilities, vulnerabilities, advanced weapon systems, technical data analysis, and tactics, techniques, and procedures. Analyzes foreign ground, maritime, aerospace, and missile force programs to forecast future technologies, identify new applications of mature technologies, and assess the impact of technology transfers. Works with engineers, scientists, and / or modelers on foreign nuclear weapons processes, capabilities, and dual-use technologies. Performs supply chain vulnerability analysis as well as procurement needs for missile programs.
- 4.1.2.25. Naval / Maritime / Naval Infantry Analyst – Conducts all-source analytic production on foreign naval air, surface, undersea warfare and / or naval infantry / amphibious / expeditionary forces and their operations to include, but not limited to, exercises, tactics, platforms, sensors, strategy and doctrine, weapons and readiness. Analyzes foreign civil maritime activities and assets to include, but not limited to, merchant vessels, cargo movements, fisheries / marine resources, territorial seas and related claims, crime / piracy, CI, counter-narcotics, counter-proliferation, offshore infrastructure and strategic trade.
- 4.1.2.26. Nuclear Systems Analyst – Conducts all-source analytic production on foreign nuclear programs to include, but not limited to, production facilities, stockpiles, logistics, systems employment, security and vulnerabilities of facilities and stockpiles. Analyzes nuclear weapons proliferation and procurement, monitors and provides supply chain vulnerabilities of controlled and dual use technologies, materials and expertise. Performs analysis on foreign State adherence and implementation of international and bilateral commitments related to nuclear weapons.
- 4.1.2.27. Nuclear Weapons Analyst – Conducts all-source technical analytic production on foreign nuclear weapons to include, but not limited to, nuclear weapons production, inventory, doctrine, testing and evaluation, transfer mechanisms, proliferation, and other associated technologies, goods, and services. Assesses foreign nuclear weapons systems to detect modernization efforts, assess reliability, and determine vulnerabilities. Works with engineers, scientists, and / or modelers on foreign nuclear weapons processes, capabilities, consequence management, and dual-use systems / technologies.
- 4.1.2.28. OSINT Analyst – Conducts all-source analytic production on sources and products of information available from public, private, and U.S. and foreign Government open source materials within established security protocols. Analyzes foreign and domestic-based publicly available information to identify trends, patterns, and relationships that provide unique insights to address defense intelligence requirements.
- 4.1.2.29. Political Military Analyst – Conducts all-source analytic production on foreign military, political, and security-related issues including, but not limited to, regional military

capabilities, strategy, doctrine, operations, leadership intentions and decision-making, military leadership, defense and security policies, irregular warfare, civil-military relations, and defense relations with the U.S. and other countries.

- 4.1.2.30. POW / MIA Analyst – Definition removed for classification purposes.
- 4.1.2.31. Proliferation Analyst – Conducts all-source analysis of foreign conventional, nuclear, chemical, and biological warfare programs in support of U.S. counter proliferation efforts. Produces analytic assessments for the IC, DoD, and other U.S. and allied Government agencies and coalition forces on counter proliferation, nuclear, chemical, and biological warfare topics, arms control, exploitation program planning, development, and execution. Performs supply chain vulnerability analysis as well as procurement needs for conventional, missile, nuclear, chemical, and biological warfare programs.
- 4.1.2.32. SIGINT Analyst – Definition removed for classification purposes.
- 4.1.2.33. SMCDA Analyst – Definition removed for classification purposes.
- 4.1.2.34. Social Network Analyst – Conducts all-source in-depth link and social networks analysis using advanced social network analysis techniques. Assesses opportunities to disrupt or degrade networks as appropriate. Assesses information gaps and predicts areas of information that enhance the collection cycle, based on collection strategies and Requests for Information (RFI).
- 4.1.2.35. Socio-Cultural Analyst – Conducts all-source analytic production of socio-cultural elements within a region, human terrain, and human geography. Analysis includes, but is not limited, to religious, linguistic, ethnic, social, tribal, and occupational domains with respect to geography and resources to characterize the dynamics of groups of people worldwide. Incorporates expertise sociology, cultural anthropology, demography, psychology, geography, economics, and political science.
- 4.1.2.36. Space / CounterSpace Analyst – Conducts all-source analytic production of foreign space capabilities including, but not limited to, foreign adversary space doctrine, strategy, communications and collections, vulnerabilities, platforms, assembly and launch capabilities, weapons, dual-use systems and technologies, and emerging space technologies. Works with engineers and scientists on foreign space capabilities.
- 4.1.2.37. TM Analyst – Conducts target coordinate mensuration production using direct, registration, multiple image geo-positioning and resection techniques on a variety of target types using National Geospatial-Intelligence Agency (NGA)-validated mensuration tools to support employment of kinetic weapons. Conducts analytic production of collateral damage estimates (CDE) and produces required graphics using Digital Point Position Strike Suite Collateral Damage Estimation (DCiDE) / Digital Imagery Exploitation Engine (DIEE). Conducts imagery research, analysis and exploitation and produces imagery-based target materials and other products to support

targeting. Assists weaponeering using approved tools and / or guides to achieve desired damage criteria. Assists with no-strike identifications and nominations. Performs quality control, database nominations, creates and updates database records, and uploads TM products to databases. Submits collection requests as required to meet target material requirements to support current operations. Conducts Precise Point Mensuration (PPM) production conducting target coordinate mensuration using direct, registration (controlled tie), resection (uncontrolled tie), and multiple image ge-positioning techniques on a variety of target types using NGA validated mensuration tools to support employment of Global Positioning System (GPS) guided munitions. Perform Quality Control of target material products produced by other personnel. Conduct weaponeering to achieve desired damage criteria utilizing Joint Munitions Effectiveness Manuel Weaponeering System or other approved tools.

Experience (All Levels): Demonstrates experience with Target Coordinate Mensuration (TCM), Modernized Integrated Database (MIDB), and Google Earth. Proficient with Socket Community Gold Standard (CGS), Joint Weaponeering System (JWS), DCiDE / DIEE, and Joint Targeting Toolbox.

Education required: NGA, CCMD, or Service Target Materials Production (TMP) certification. Must be certified in Basic CDE Methodology or certified in PPM by NGA or an NGA-accredited Service Component.

Desired education: education / training includes successful completion of in-resident Joint Targeting course, or the Geospatial Imagery / Targeting Analyst course, or the Air Operation Center Course.

- 4.1.2.38. Targeting Analyst – Develops targets and target systems for joint lethal and / or non-lethal engagements. Develops target nominations, creates database records, and databases target intelligence products. Produces all-source analytic damage estimates and battle damage assessments and assists with combat assessment requirements. Conducts collateral damage estimation, performs target list management, target strategy development, and provides joint target intelligence support to deliberate and dynamic target engagements. Provides recommendations for target prioritization to achieve commander objectives for plans and operations. Provides database nominations, creates and updates database and uploads TMs into databases.
- 4.1.2.39. TECHINT Analyst – Develops, processes, and evaluates TECHINT data; produces prototype TECHINT exploitation and signature reports, products and databases; supports development of associated systems which acquire TECHINT data including, but not limited to, seismic, acoustic, infrasound, very low frequency and extremely low frequency electromagnetic sources; and collaborates with IC, scientific and academia partners assessing ongoing and new technology developments and analytical production pertaining to TECHINT capabilities.
- 4.1.2.40. Technical SIGINT Analyst – Definition removed for classification purposes.
- 4.1.2.41. Technology Analyst – Conducts all-source analytic production of future and current leading-edge technologies and their military applications worldwide. Projects the discovery, development, and deployment of advanced technologies and their potential

impact on U.S. forces worldwide. Provides risk assessments on the transfer and diversion of defense and dual-use U.S. technologies and assesses national security implications associated with foreign involvement in critical U.S. defense technology and defense sectors. Produces intelligence for the U.S. National, Defense and Acquisition Communities. Conducts all-source analysis to identify, exploit, and assess potential threats, transfer, and vulnerabilities to defense supply chains.

- 4.1.2.42. Threat Finance Analyst – Conducts all-source forensic accounting analysis and production, by fusing financial / transactional data from formal banking systems, financial reports, and other forms of reporting. Analyzes specific foreign financial activities including threat financiers, facilitators, and financial networks / operations associated with, but not limited to, terrorism, CD, narco-terrorism, counterintelligence, insurgency, proliferation, and operational activity which threatens US national security interests. Aggregates and fuses multi-modal transactional data and identity. Maps and performs analysis of financial data from formal banking systems, financial reports, and informal transfer means. Prepares and integrates financial data from all available sources including, but not limited to, SIGINT intercepts; HUMINT; Law Enforcement Foreign Intelligence Surveillance Act (FISA), search warrants and subpoenas; DOMEX, and shared data such as Bank Secrecy Act, formal banking system, Suspicious Activities Reports, and informal systems. Understands payment relationships, revenue-generation, and money-laundering methods. Applies statistical techniques including flows analysis, visualization, and geospatial analysis tools to bulk and raw transactional data. Applies pattern analysis to large data sets. Applies intelligence collection requirements, essential elements of information, priority intelligence requirements, and search terms to DOMEX triage processes. Applies data engineering to interface with structured data and data forensics tools.
- 4.1.2.43. UGF Analyst – Conducts all-source analysis of UGFs, hardened and deeply-buried targets (HDBTs), subterranean environments and related foreign programs. Performs regular maintenance of military intelligence databases, research and author's analytic products intelligence customers, supports reverse-engineering efforts and characterization assessments, and maintains currency in assigned UGF-specific subject areas and general knowledge of assigned target country.
- 4.1.2.44. Warning Analyst – Conducts all-source intelligence production to identify threats to U.S. interests including, but not limited to, Defense Critical Infrastructure, and strategic warning to defense and national security policy makers; mitigating surprise and supports shaping strategic outcomes; guiding the development of U.S. defense capabilities; identifying and analyzing defense-related economic, social, political, scientific and technological trends; and executing directed tasks supporting the DCIP, Defense Foreign Material Program, DoD Analytic Agenda, Defense Acquisition System, and Technology Security Program.
- 4.1.2.45. Watchlist Analyst – Performs all-source intelligence analysis of DoD datasets to identify and nominate known or suspected terrorists into the National Terrorist Watch listing system. Develops DoD recommendations for the no-fly, selectee, or other

national terrorist watch lists as appropriate, to fulfill the DoD component of Homeland Security Presidential Directives (HSPDs) 6 and 11 and reviews DoD datasets for identifying information of Known or Suspected Terrorists; and identifies, prioritizes, and records information from DoD datasets as specified by the Government. Produces analytic reports using DIA's Watchlisting Data Organizer (WATCHDOG) and / or other internal DIA production tools. Prepares reports for dissemination by methods specified by the Government.

4.1.2.46. Weapons Systems Analyst – Analyzes and assesses current and future foreign, lethal and non-lethal, weapon systems including, but not limited to, system capabilities, vulnerabilities, production, stockpile, deployment, proliferation, and impact to U.S. and Coalition forces worldwide. Prepares analytic products informing the U.S. National, Defense and Acquisition Communities of foreign weapon system developments.

4.1.2.47. WMD Analyst – Performs all-source analytic production on WMD, e.g. CBRNE analysis and participates in collection activities supporting strategic and tactical intelligence priorities and responses to military contingency operations. Analysis and collection support includes, but is not limited to, WMD threats, the CBRNE and counterterrorism nexus, missiles and delivery systems, advanced weapons, and related military activities and operations.

4.2. Sciences. Labor categories in the Sciences mission task area include a wide range of scientific specialties that support Defense analytical requirements with enhanced scientific research, and contribute to the DIE's integrated all-source analysis of foreign defense capabilities for warfighters, Defense planners and policymakers.

4.2.1. Sciences Labor Categories and Duty Descriptions (17). For each of the following Sciences labor categories, individual TOs will specify the expertise needed spanning:

- Agronomist
- Behavioral Scientist
- Biologist
- Cartographer
- Chemist
- Computer Scientist
- Data Scientist
- Decision Scientist
- Epidemiologist
- Geologist
- Hydrologist
- Imagery Scientist
- Oceanographer
- Operations Research Systems Analyst (ORSA)
- Physicist

- Space Scientist / Atmospheric Scientist
- Statistician / Mathematician

4.2.2. Descriptions

- 4.2.2.1. Agronomist – Provides all-source analytic production on food security issues by utilizing hydrological and crop growth models, data synthesis, and upscaling techniques to answer strategic and tactical level intelligence problems. Provides expert technical advice and assistance for the analysis of food-related hazard potentials and risks to populations. Provides probabilistic predictions of crop productivity and variability under current and future climates accounting for randomness of precipitations, temperatures, and the complex interactions between crops and growing conditions; identifies the most suitable agronomic strategies and likely ramifications for areas with increased vulnerability of agroecosystems.
- 4.2.2.2. Behavioral Scientist – Conducts analytic production of foreign religious, linguistic, ethnic, social, tribal, and occupational domains with respect to geography and resources to better understand the dynamics of groups of people worldwide. Incorporates expertise of and analytic methodologies in sociology, cultural anthropology, psychology, geography, economics, and political science.
- 4.2.2.3. Biologist – Conducts all-source analytic production of foreign doctrine, strategy, plans, policies, objectives, goals, intentions, command authorities, force structures, and resources relating to current, emerging, and future BW programs and capabilities. Analysis may include, but not limited to, infectious disease risks, foreign medical countermeasures programs, biosafety and biosecurity and chemical / radiation health threats.
- 4.2.2.4. Cartographer – Designs maps, graphics, illustrations and layouts for Finished Intelligence (FINTEL) production. Communicates information through the use of color, symbols, style and other means in graphics and visualizations. Analyzes and evaluates cartographic information to determine most appropriate data sources for FINTEL products. Researches, selects and evaluates map source data for use in the preparation or revision of maps and charts to various scales. Employs modern cartographic development technologies such as, but not limited to, Map Publisher, ARC GIS, and RemoteView.
- 4.2.2.5. Chemist – Conducts all-source analytic production of national doctrine, strategy, plans, policies, objectives, goals, intentions, command authorities, force structures, and resources relating to foreign weapons programs, foreign military materials, chemical plants, and manufacturing facilities. Serves as a technical consultant on topics that include, but not limited to, toxic industrial chemicals, toxic industrial materials, rocket fuels, agriculture, CW, nuclear chemistry, and synthetic organic chemistry and to participate in the development of all-source analysis production.

- 4.2.2.6. Computer Scientist – Employs mathematics, statistics, information science, artificial intelligence, machine learning, network science, probability modeling, data mining, data engineering, data warehousing, data compression, data protection, and / or other scientific techniques to correlate complex, technical findings into graphical, written, visual and verbal narrative products on trends of existing intelligence data to leverage other IC data sources. Develops and utilizes machine learning and data mining algorithms, including, but not limited to, Multiple Information Model Synthesis Architecture (MIMOSA) prediction algorithms based on open source capabilities. Integrates or codes algorithms to support Government intelligence search and discovery missions. Makes best-practice recommendations on managing data within hardware, software, storage, and bandwidth constraints. Employs data science techniques to support predictive analysis, social media and crowd-source data analytics, wargaming, and strategy development. Employs exploratory analysis and rapid iteration techniques of large volumes of data to quickly derive intelligence. Prepares products to describe and document findings and activities.
- 4.2.2.7. Data Scientist – Conducts data analytics, data engineering, data mining, exploratory analysis, predictive analysis, and statistical analysis, and uses scientific techniques to correlate data into graphical, written, visual and verbal narrative products, enabling more informed analytic decisions. Proactively retrieves information from various sources, analyzes it for better understanding about the data set, and builds AI tools that automate certain processes. Duties typically include: creating various ML-based tools or processes, such as recommendation engines or automated lead scoring systems. Performs statistical analysis, applies data mining techniques, and builds high quality prediction systems. Should be skilled in data visualization and use of graphical applications, including Microsoft Office (Power BI) and Tableau; major data science languages, such as R and Python; managing and merging of disparate data sources, preferably through R, Python, or SQL; statistical analysis; and data mining algorithms. Should have prior experience with large data Multi-INT analytics, ML, and automated predictive analytics.
- 4.2.2.8. Decision Scientist – Understand and improve the judgment and decision making of individuals, groups, and organizations. Apply principles of psychology to business, analytic and other decision-making processes to improve and / or empirically evaluate those processes. Activities may include assisting in policy planning; workflow procedures testing and evaluation, analytic workflow redesign, training and development. May work with management to prescribe workflow modifications that improve worker productivity and analytic judgment.
- 4.2.2.9. Epidemiologist – Conducts analyses to identify the determinants and distribution of disease, disability, or health outcomes. Provides expertise in research / clinical laboratory pathogen detection / diagnosis platforms, designing and performing epidemiological analyses, utilizing mapping application to display and communicate surveillance activities, assisting in coordination with DIE stakeholders on infectious disease surveillance requirements, and creating and tracking performance measures through development of appropriate program objectives and indicators. Analysis may

include, but not be limited to, advance collection, harmonization, analysis (bio-statistical, survey weighted design, cluster analyses, meta-analyses, time-series analyses, *etc.*), evaluation, collation and translation of infectious disease data, developing the means for prevention and control, identifying novel laboratory tests / technologies, and making recommendations for their use. Capable of conducting research with focus areas that include but are not limited to antimicrobial resistant infections and sexually transmitted infections, enteric infections, febrile and vector-borne infections, and respiratory infections.

- 4.2.2.10. Geologist – Supports defense analytical requirements with enhanced scientific research, characterizations, and analytic production. Conducts independent research, technical writing, modeling, and overseeing / consulting with allied engineering and / or science disciplines on, but not limited to, soil and geological composition, surface and sub-surface lithology, and minerals to assess foreign underground facility and subterranean characteristics, operational activity or hydrocarbon production.
- 4.2.2.11. Hydrologist – Conducts analytic production on the physical characteristics, distribution, and circulation of water resources, both above and below Earth’s surface. Assesses the hydrological viability, suitability and water exfiltration or consumption requirements of foreign military and civil dual-use infrastructure assets such as, but not limited to, fixed structures, roads, bridges, bunkers and known or potential sites for underground facilities. Assesses the cultural impacts of drought and how conflicts may arise due to water shortages. Assesses the availability of water needed to sustain military operations.
- 4.2.2.12. Imagery Scientist – Applies advanced techniques to determine and exploit the full value of information from a range of imaging sensors by focusing on non-visible portions of the electromagnetic spectrum. Uses phenomenological studies to develop new approaches and capabilities to enable imagery analysts’ exploitation of arrange of unique phenomenologies associated with multispectral, hyperspectral, radar and thermal signatures. Develops algorithms, tools, and creates customized methodologies and products to address geospatial intelligence requirements. Prepares products to describe and document findings and activities.
- 4.2.2.13. Oceanographer – Conducts analytic production on the physical characteristics, distribution, circulation of oceans and large seas to determine the impacts of the physical environment with respect to military operations and commercial activities, to include, but not limited to, amphibious operations, such as ship-to-shore operations, logistics over-the-shore, flight operations / power projection from the sea, submarine operations, *etc.* Assess meteorological and climatological impacts to operations.
- 4.2.2.14. ORSA – Designs, develops, and applies a variety of decision analytics, mathematical and statistical techniques, data mining, modeling and simulation, and other analytic methods combined with military and / or IC judgment to address operational and planning challenges to facilitate senior leadership decisions. Provides unique, and

timely analysis on a range of pressing, operationally-focused issues using multi-source data in the context of inter-disciplinary techniques and methods.

- 4.2.2.15. Physicist – Supports defense analytical requirements with enhanced scientific research, capability / limitation analysis, reverse engineering analysis / characterizations, facility and vulnerability assessments. This includes, but is not limited to, applied and interdisciplinary fields of physics such as astrophysics, biophysics, directed energy weapons, and / or geophysics. Conducts independent research, technical writing, modeling, and overseeing / consulting with allied engineering disciplines on, but not limited to, the areas of fiber optics, acoustics, semiconductors, lasers, weapons development and testing and / or identifying the characteristics of hard and deeply buried targets. Prepares products to describe and document findings and activities.
- 4.2.2.16. Space Scientist / Atmospheric Scientist – Conducts analysis of atmospheric phenomena and interprets meteorological data gathered by surface and air stations and produces forecasts and analytic assessments on the potential effects on military activities, operations and related assets. Studies and produces forecasts on space weather, such as solar flares, geomagnetic storms and particle events. Conducts analysis of conditions in outer space and produces assessments on the impact to space-based assets. Produces assessments on: solar activity and the effects on intelligence collection abilities, governmental / military C4I and operations; orbital analysis and planning to support U.S. space operations; and, technical analysis of U.S. and foreign space capabilities, vulnerabilities and operational intent. Prepares products to describe and document findings and activities.
- 4.2.2.17. Statistician / Mathematician – Develops and applies fundamental mathematics, mathematical or statistical theory to collect, organize, interpret and summarize numerical data to generate usable information to solve a wide range of intelligence problems. Applies mathematical theories and statistical methods to solve practical problems. Develops mathematical or statistical models of phenomena for analysis or computational simulation. Designs complex metrics-projects that apply valid scientific techniques and utilize information obtained from baselines or historical data to structure analyses. Plans and performs data collection for projects, determining types / sizes of sample groups and prepares data for processing by organizing information and checking for inaccuracies. Processes large amounts of data for statistical modeling and graphic analysis (metrics). Develops computer code to automate the collecting and processing of data. Produces results of analyses in graphs, charts, tables, and metrics. Prepares products to describe and document findings and activities. Experience: May specialize in fields such as bio-statistics, agricultural statistics, business statistics, or economic statistics. Includes mathematical and survey statisticians.
- 4.3. **Engineering**. Labor categories in the Engineering mission task area include a wide range of engineering specialties that support Defense analytical requirements with enhanced scientific research, and contribute to the DIE's integrated all-source analysis of foreign defense capabilities for warfighters, Defense planners and policymakers.

4.3.1. Engineering Labor Categories and Duty Descriptions (12). For each of the following Engineering labor categories, individual TOs will specify the expertise needed spanning:

- Aerospace Engineer
- Biomedical Engineer
- Chemical Engineer
- Civil / Industrial Engineer
- Data Engineer
- Electrical Engineer
- Geotechnical / Geophysical Engineer
- Mechanical Engineer
- Modeling and Simulations (M&S) Engineer
- Naval Architect
- Nuclear Engineer
- Textile Engineer

4.3.2. Descriptions

4.3.2.1. Aerospace Engineer – Supports defense analytical requirements with enhanced scientific / engineering research, capability / limitation analysis, reverse engineering analysis / characterizations, facility and vulnerability assessments on foreign aerospace capabilities. Analysis, assessments and products include but are not limited to current and future foreign aerospace technology and systems such as aircraft, spacecraft, unmanned aerial vehicles, and ground control systems to understand capabilities, vulnerabilities.

4.3.2.2. Biomedical Engineer – Supports defense analytical requirements with enhanced scientific / bio-engineering research, reverse bio-engineering analysis / characterizations, facility and vulnerability assessments, and analytic production on foreign biomedical capabilities.

4.3.2.3. Chemical Engineer – Supports defense analytical requirements with enhanced scientific / engineering research, capability / limitation analysis, reverse engineering analysis / characterizations, facility and vulnerability assessments. Analytic production includes, but not limited to, topics of chemical engineering and sub-disciplines of bio-molecular, materials, and molecular engineering.

4.3.2.4. Civil / Industrial Engineer – Supports defense analytical requirements with enhanced scientific / engineering research, capability / limitation analysis, reverse engineering analysis / characterizations, facility and vulnerability assessments. This includes, but not limited to, civil / industrial engineering and sub-disciplines of environmental, power system, pipeline, petroleum, structural, manufacturing, geotechnical, transportation, highway, material science, seismic / earthquake, construction, hydrology, and water resource engineering. Collaboratively integrates analytic results findings or production with other related analytic efforts and assessments.

- 4.3.2.5. Data Engineer – Designs, implements, and operates data management systems for intelligence needs. Designs how data will be stored, accessed, used, integrated, and managed by different data regimes and digital systems. Works with data users to determine, create, and populate optimal data architectures, structures, and systems. Plans, designs, and optimizes data throughput and query performance. Participates in the selection of backend database technologies (e.g. SQL, NoSQL, HPC, *etc.*), their configuration and utilization, and the optimization of the full data pipeline infrastructure to support the actual content, volume, ETL, and periodicity of data to support the intended kinds of queries and analysis to match expected responsiveness.
- 4.3.2.6. Electrical Engineer – Supports defense analytical requirements with enhanced scientific / engineering research, capability / limitation analysis, reverse engineering analysis / characterizations, facility and vulnerability assessments. Analysis and production includes, but not limited to, complex foreign electronic systems, subsystems, facilities and / or equipment and can emphasize one or more area(s) pertaining to electric power, microelectronics, electronic hardware, circuits, sensors, guidance and control, signals, electromagnetic, electro-optical (EO) / infrared (IR) and / or similar areas associated with current and projected electronic systems and / or subsystems. This includes, but not limited to, electrical engineering and sub-disciplines of computer, electronic, optical, and power engineering.
- 4.3.2.7. Geotechnical / Geophysical Engineer – Supports Defense analytical requirements with enhanced engineering research to investigate subsurface conditions and materials; determines the relevant physical / mechanical and chemical properties of materials and their relationship on construction occurring on the surface or within the ground. Determines the designs and type of foundation, earthworks, and supporting structures of a facility.
- 4.3.2.8. Mechanical Engineer – Support defense analytic requirements with scientific / technical research, capability analysis, reverse engineering, vulnerability analysis, thermodynamic evaluations, and material assessments. Analysis and assessments can include independent research, technical writing, and overseeing / consulting on weapon testing. This includes, but not limited to, mechanical engineering and sub-disciplines of acoustical engineering, manufacturing, fluid dynamics, physics, power engineering, and finite element analysis.
- 4.3.2.9. M&S Engineer – Designs, develops, and conducts simulations against hard targets, missiles, and other intelligence gaps and supports wargaming exercises in a simulated environment. Conducts M&S architecture definition, implementation, validation, and testing. Interacts with users to define and optimize new M&S functionality for applications. Develops and visualizes operational concepts, performs M&S and data analysis to refine, demonstrate, and assess these concepts.
- 4.3.2.10. Naval Architect – Support defense analytic requirements with scientific / technical research, capability analysis, reverse engineering, vulnerability analysis, thermodynamic evaluations, and material assessments of naval and commercial ships

and craft. Produces analysis and assessments including, but not limited to, independent research, technical writing, and participating / consulting in weapons testing. Analytic efforts include, but not limited to, ship designs, ship construction, mechanical engineering and related fields of acoustical, manufacturing and power engineering; fluid dynamics and physics; and finite element analysis.

4.3.2.11. **Nuclear Engineer** – Supports defense analytical requirements with enhanced scientific / engineering research, reverse engineering analysis / characterizations, facility and vulnerability assessments on foreign nuclear capabilities. This includes, but not limited to, nuclear engineering and sub-disciplines of thermo-hydraulics, seismic / earthquake, physics, computational science, and fission reactor engineer.

4.3.2.12. **Textile Engineer** – Supports defense analytical requirements with enhanced scientific / engineering research, reverse engineering analysis / characterizations, facility and vulnerability assessments on foreign military textile capabilities including, but not limited to, textiles for D&D; personal equipment, tactical wear (e.g. IR suppressant uniforms, body armor); personal protective gear (firefighting and fire suppressant, chemical protection); and fabrics for structural applications. This includes, but is not limited to, textile engineering sub-disciplines of geotextile engineering, materials engineer, fiber physics, mill engineering, and fabric manufacturing technology. Prepares technical and analytic products of findings and responds to DoD, Research and Development (R&D), and Acquisition Communities.

4.4. **Analytic Enabling**. Labor categories in the Analytic Enabling mission task area include a wide range of analytic support functions that either directly enable or provide advanced analytic capabilities and tradecraft to all-source intelligence analysts DIE-wide.

4.4.1. **Analytic Enabling Labor Categories and Duty Descriptions (18)**. For each of the following Analytic Enabling labor categories, individual TOs will specify the expertise needed spanning:

- Analytic Facilitator
- Analytic Methodologist
- Analytic Tradecraft Compliance Specialist
- Business Process Specialist
- Computer Forensics Specialist
- Content Editor
- Disclosure Representative
- Dissemination Specialist
- Graphics Developer / Designer
- Intelligence Management Specialist
- Intelligence Planner
- Knowledge Manager
- Program / Project Manager (PM)
- Risk Mitigation Specialist

- Social Science Methodologist
- Special Security Technician
- Targeting Automation Specialist
- Technical Editor

4.4.2. Descriptions

- 4.4.2.1. Analytic Facilitator – Develops, maintains, and / or delivers training material to drive intelligence goals, objectives, tradecraft, and standards. Provides lesson plans / presentations / curricula in support of educational goals and maintains materiel within the assigned educational system (*i.e.* AGILE, Training Development Capability (TDC), *etc.*). Reviews emerging policy and doctrine publications, provides feedback, and assesses for incorporation into training products. Develops / maintains training records and tracking systems as required or designated by the Government.
- 4.4.2.2. Analytic Methodologist – Supports the development of analytic strategies to resolve key intelligence questions of mission-driven requirements. Works with ambiguous information, deconstructs key questions, suggests methodologies, develops data schema to structured observations, and supports visualization of applicable data. Identifies and evaluates a wide range of existing methods, models, and algorithms to develop more accurate, complete, objective, and anticipatory analysis for intelligence production. Identifies, retrieves, manipulates, relates, and / or exploits structured data sets from all available sources. Uses scripts, visual analytic modeling tools, and Standard Operating Procedures (SOPs) for repeatable, widely applicable procedures. Combines empirical or quantitative methods with data analysis for intelligence production of complex and data-driven assessments. Evaluates the capabilities and limitations of analytic methodologies.
- 4.4.2.3. Analytic Tradecraft Compliance Specialist – Evaluates a sampling of finished intelligence products for the application of IC Analytic Tradecraft Standards and compliance with Intelligence Community Directive (ICD) 203 series. Develops metrics, presents findings, and offers recommendations to the Government for improvement. Develops and implements self-assessment measures to minimize subjective variations in the data collected. Identifies significant strengths, weaknesses, trends, gaps, and any other notable features of analytic tradecraft in the intelligence production evaluated. Assists the Government to improve the rigor of its evaluation methods and enhance the integrity of the product evaluation process.
- 4.4.2.4. Business Process Specialist – Supports process improvement through conducting analysis using internal program and external benchmark data. Determines areas of risk and improvement by developing / refining / monitoring metrics to create identification of and justification for improvements. Conducts statistical analysis to measure production, performance, and usage of services and products. Performs record keeping functions, ensuring all visualization and production activities such as visualization requests, product formatting, and dissemination are captured within the relevant database. Performs ad hoc and recurring business analytic support that includes, but is

not limited to, business process mapping of intelligence-related activities, performance measures of intelligence-related activities, surveying stakeholders, statistical analysis of intelligence-related activities, and process improvement analysis.

- 4.4.2.5. Computer Forensics Specialist – Computer forensic specialists combine computer science with forensic skills to recover information from computers and storage devices to recover data like documents, photos, and e-mails from computer hard drives and other data storage devices that have been deleted, damaged, or otherwise manipulated.

The specialist uses forensic tools and investigative methods to find specific electronic data, including Internet use history, word processing documents, images, and other files. They use their technical skills to hunt for files and information that have been hidden, deleted or lost. They help officials analyze data and evaluate its relevance. The specialist may also use their expertise to protect computers from infiltration, determine how a computer was broken into, or recover lost files. The specialist creates detailed notes on processes undertaken and develops intelligence-based reporting. The specialist may also provide testing and evaluation of emerging trends in digital forensics software and hardware and assist in developing new and innovative forensic processes and procedures.

Certification through the International Society of Forensic Computer Examiners (ISFCE) or the International Association of Computer Investigative Specialists (IACIS) is preferred.

- 4.4.2.6. Content Editor – Provides substantive review of analytic content, verifying factual information and ensuring suitability for publication. Determines product suitability for intended media and audience, edits for clear and cogent presentation of the subject matter. Identifies errors of fact, factual inconsistencies, and contradictions; verifies accuracy of statements, figures, illustrations, and subject matter terms; compares illustrations, photographs, tables, and charts to ensure continuity and consistency with text; and checks citations against original sources to verify their use. Edits for adherence to analytic tradecraft standards of ICD 200-series. Experience and education levels peculiar to this role follow:

A. Junior

- Demonstrates working knowledge of the concepts involved in the specific functions outlined in the specified labor category description.
- Knowledgeable of and demonstrates ability to apply IC and DoD classification guidelines and procedures.
- Demonstrates ability to use logic and systematic approaches to gather, evaluate, and synthesize multiple sources of information.
- Demonstrates ability to work semi-independently with oversight and direction.
- Demonstrates ability to use logic when evaluating and synthesizing multiple sources of information. Demonstrates ability interpreting analysis to include, but is not limited to, its meaning, importance, and implications. Demonstrates ability to defend

- analytic judgements with sound, logical conclusions and adapt analytic judgments when presented with new information, evolving conditions, or unexpected developments.
- Ability to produce timely, logical, and concise analytic reports, documents, assessments, studies, and briefing materials in formats including Microsoft Office tools (e.g. Excel, Word, PowerPoint, etc.), electronic / soft copy matrices and / or web-enabled formats.
 - Demonstrates ability to communicate complex issues clearly in a concise and organized manner both verbally and non-verbally; with strong grammar skills. Demonstrates proficiency using Microsoft Office tools.
 - Demonstrates ability to develop structured research including, but not limited to, obtaining, evaluating, organizing, and maintaining information within security and data protocols. Demonstrates ability to recognize nuances and resolve contradictions and inconsistencies in information.
 - Desired Experience: Minimum 3 years of experience relevant to the specific labor category with at least a portion of the experience within the last 2 years.
 - Desired Education: Bachelor's degree in an area related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education. An additional 4 years of direct experience, for a total of 7 years of experience in the specific labor category, may be substituted for a Bachelor's degree.

B. Mid. Meets all qualifications and skills required of a Junior, plus:

- Demonstrates comprehensive mission knowledge and skills that affirms completion of all developmental training and experiences for the labor category.
- Demonstrates ability to communicate understanding from information that may be incomplete, indirect, highly complex, seemingly unrelated, and / or technically advanced. Structures analytic questions based on trends in reporting and a range of analytic perspectives from other analysts, organizations, and intelligence disciplines.
- Demonstrates ability to work independently with minimal oversight and direction.
- Demonstrates ability to collaborate and work with other IC members on information sharing, driving collection, and addressing analytic disputes and conflict resolution.
- Demonstrates ability to develop concise, insightful, and comprehensive products for defense intelligence.
- Demonstrates ability to guide teams in researching multifaceted or critical problems.
- Desired Experience: Minimum 8 years of experience related to the specific labor category with at least a portion of the experience within the last 2 years.
- Desired Education: Bachelor's degree in an area related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education.

C. Senior. Meets all qualifications and skills required of a Mid, plus:

- Demonstrates in-depth knowledge and understanding of the labor category activities required to meet mission requirements.
- Demonstrates ability to work independently and with minimal oversight.

- Desired Experience: Minimum 12 years of experience related to the specific labor category with at least a portion of the experience within the last 2 years.
- Desired Education: Master's degree in an area related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education; or have Bachelor's degree related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education and an additional 5 years of related senior experience, for a total of 17 years, as a substitute to the Master's degree.

D. Expert. Meets all qualifications and skills required of a Senior, plus:

- Demonstrates ability to define problems, supervise studies and lead surveys to collect and analyze data to provide advice and recommend solutions.
- Desired Experience: Minimum 20 years of experience related to the specific labor category with at least a portion of the experience within the last 2 years.
- Desired Education: Master's degree related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education.

- 4.4.2.7. Disclosure Representative – Prepares and processes foreign disclosure requests and proposes recommendations to the Government per U.S. disclosure and release policies and guidance. Reviews various products for release, ensuring all sources have been identified and appropriate security classification markings are applied. Verifies sources against product content. Maintains record archives of disclosure requests and adjudications, and responds to requests for data; proposes disclosures or releases of information after technical and substantive reviews of information; advises on foreign disclosure policy and procedures in accordance with the Foreign Disclosure program; and tracks and maintains records for decisions concerning disclosure. Possesses in-depth knowledge and experience in IC and DoD policies and procedures for determining the releasability of classified information.
- 4.4.2.8. Dissemination Specialist – Prepares and processes the movement of appropriately marked intelligence products between security domains. Manages the sending and posting of products to approved individuals, organizations, and sites, including the verification of appropriate clearances and accesses of users. Logs potential inadvertent security incidents and utilizing and maintaining site SOPs IAW the appropriate policy and guidance. Ensures the timely, accurate, and complete generation and modification of intelligence product metadata consistent with Government-approved standards. Uses government-specified tools to generate and modify product metadata (including, but not limited to, Government-developed macro based solution called the Document Dissemination Tool (DDT), Government-developed Create Organize Retrieve and Evaluate (CORE) tool, Government-developed DIA Product Control Numbering Database (PCN DB), and MS Office Suite. Performs cross-domain product (as associated material) dissemination on approved networks and registers product(s) into the approved intelligence repositories.

- 4.4.2.9. Graphics Developer / Designer – Works collaboratively with analysts to understand requirements and further enhances / conveys analytic thoughts and assessments by developing graphic and layout solutions. Provides graphic design and layout solutions for intelligence products including, but not limited to, developing illustrations, editing existing images, providing font management, and utilizing advanced pre-publications techniques. Uses Government-specified technology to produce graphic design, cartographic products, and interactive graphical content, video content, analytic product templates, and marketing content. Integrates graphics with text, audio and video to support interactive and multimedia high-visibility finished intelligence products. Produces dynamic content IAW IC published standards (*i.e.* D3 Style Guide), including podcasts or audio segments. Provides user experience / user interface expertise for development of interactive graphics and web products. Demonstrates proficiency in professional graphics and design software to include, but not limited to: Adobe Creative Suite (InDesign, Photoshop, Illustrator, AfterEffects, Premiere, and Flash), Apple Final Cut Pro X, and Apple Mac hardware platforms, Map Publisher, MS Office Suite, and any other interactive graphics enablers, languages, or tools specified.
- 4.4.2.10. Intelligence Management Specialist – Provides a full range of intelligence and administrative support to assist analysts, engineers, and scientists involved in a variety of intelligence disciplines and activities. Activities include, but are not limited to, reviewing documents for accuracy and responding to staff requests on accessing, coordinating, consolidating or formatting; assisting with administration and management of RFIs, task actions, reports, and briefings; preparing correspondence and other documents needed to support the management of the program and associated activities; creating read-ahead documents, coordinating with security to ensure guests have appropriate access, and building read ahead books or material for official functions and meetings; and providing cross-domain data transfer and intelligence dissemination support.
- 4.4.2.11. Intelligence Planner – Employs intelligence expertise and knowledge to assist in the integration of Defense and National intelligence support capabilities, including collection, analytic and targeting activities, into overarching operational planning functions and efforts across the DoD. Mission areas for Intelligence Planner assistance include, but not limited to, development of campaign plans, deliberate planning, crisis management, and time sensitive planning in accordance with the Joint Operations Planning and Execution System (JOPES). Additionally, planners assist with red teaming, and intelligence operations feasibility assessments within the planning process.
- 4.4.2.12. Knowledge Manager – Assists aligning processes and technology to enable information sharing by analysts and organizations for analytic production. Uses centralized and peripheral databases, content management, records management systems and shapes workflow and processes. Compiles reports on performance and usage metrics and

future requirements for existing knowledge management capabilities including, but not limited to, search, discovery, storage and retrieval of data and formal production and taskings. Disseminates intelligence products across separate networks and portals.

- 4.4.2.13. PM – Manages project operations to ensure production schedules are met, system resources are utilized effectively, and that proper relationships are established between customers. Responsible for cost, schedule, performance and risk identification / mitigation on projects including but not limited to systems, tools, equipment, software, facilities and other activities. Coordinates resolutions to production-related problems.
- 4.4.2.14. Risk Mitigation Specialist – Performs reviews, special analyses, studies, and evaluations of the business operations requirements necessary for the integrated development of foreign ownership, control, or influence (FOCI) mitigation strategies. Helps coordinate multiple reports and generates executive summaries for senior-leader decision makers. Applies broad DoD policy and DCSA direction for the FOCI program by monitoring performance reports on workload and utilization or other statistical documentation to ensure compliance with FOCI policies and emplaced mitigation plans. Performs oversight and monitoring functions related to emplaced mitigation, to include the collection of legal business entities' security data. Prepares detailed correspondence on FOCI matters and conducts outreach engagements.
- 4.4.2.15. Social Science Methodologist – Supports the development of new approaches for intelligence analysis to include analytic models that leverage quantitative and qualitative techniques and innovative approaches to visualization and dynamic content management to enable more accurate, complete, objective, and anticipatory analysis. Applies social science methodologies to develop, vet, and employ theories against DIA's analysis of the strengths and weaknesses of selected foreign governments, non-state actors, terrorist groups and other threats; security policy and capabilities; leadership and elite dynamics; defense industrial production; civil and military resource allocation and investment; threat finance transactions and networks; proliferation activities (including both state-sponsored and non-state-sponsored activities); drug manufacture, trade, and smuggling; military programs, capabilities, strategies (including WMD, missile, and general-purpose forces); and intentions.
- 4.4.2.16. Special Security Technician – Assists the Special Security Officer (SSO) to ensure control of access to SCI and SCI facilities (SCIFs); certifying and receiving SCI visitor clearances / accesses; conducts SCI security briefings, indoctrinations, debriefings, training on classified material / SSO-related material and topics; obtains signed nondisclosure agreements; and provides guidance and assistance for processing SCI position and eligibility requests for assigned military, Government and contractor personnel. Other duties may include, but not limited to: audits of classified material; inspections of classified material storage facilities / SCIFs / containers; and, researching and preparing classified material-related policy and management recommendations, reports and recommendations. Other requirements and skills, consistent with the forgoing description, may be specified in individual TOs.

4.4.2.17. Targeting Automation Specialist – Provides expertise of the Joint Targeting Toolbox (JTT), using detailed understanding between JTT and MIDB (and follow on systems) and command and control utilities like Joint Automated Deep Operations Coordination System (JADOCS). Ensures program conforms to DoD target automation requirements and advises on target automation. In addition to targeting automation, provides knowledge management for the Targeting enterprise. Creates solutions on SIPRNET and JWICS for file sharing / file management that allow geographically dispersed organizations to quickly and efficiently share large files. Maintains JTT and trains personnel on the use of JTT. Understands various collection platforms, explores new data sources, builds effective queries, and combines information from disparate sources including SIGINT, GEOINT, OSINT, and MASINT. Validates information and applies client tradecraft to build assessments for targeteers, warfighters, senior policy makers, internal client publications, and US IC-wide products.

4.4.2.18. Technical Editor – Reviews intelligence products for proper grammar, punctuation, and syntax, as well as for logic, clarity, and consistency. Ensures that style and format conform to agency publication standards and that language presentation is consistent with prescribed style guides and specialized vocabulary of subject matter fields. Amends draft tables, tone boxes, and graphics to ensure the content supports and is consistent with the accompanying text. Ensures proper classification markings in accordance with IC guidance. Works with authors to revise products for narrative organization, and negotiates further revisions as needed. Experience and education levels peculiar to this role follow:

A. Junior

- Demonstrates working knowledge of the concepts involved in the specific functions outlined in the specified labor category description.
- Knowledgeable of and demonstrates ability to apply IC and DoD classification guidelines and procedures.
- Demonstrates ability to use logic and systematic approaches to gather, evaluate, and synthesize multiple sources of information.
- Demonstrates ability to work semi-independently with oversight and direction.
- Demonstrates ability to use logic when evaluating and synthesizing multiple sources of information. Demonstrates ability interpreting analysis to include, but is not limited to, its meaning, importance, and implications. Demonstrates ability to defend analytic judgements with sound, logical conclusions and adapt analytic judgments when presented with new information, evolving conditions, or unexpected developments.
- Ability to produce timely, logical, and concise analytic reports, documents, assessments, studies, and briefing materials in formats including Microsoft Office tools (e.g. Excel, Word, PowerPoint, etc.), electronic / soft copy matrices and / or web-enabled formats.
- Demonstrates ability to communicate complex issues clearly in a concise and organized manner both verbally and non-verbally; with strong grammar skills. Demonstrates proficiency using Microsoft Office tools.

- Demonstrates ability to develop structured research including, but not limited to, obtaining, evaluating, organizing, and maintaining information within security and data protocols. Demonstrates ability to recognize nuances and resolve contradictions and inconsistencies in information.
- Desired Experience: Minimum 3 years of experience relevant to the specific labor category with at least a portion of the experience within the last 2 years.
- Desired Education: Bachelor's degree in an area related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education. An additional 4 years of direct experience, for a total of 7 years of experience in the specific labor category, may be substituted for a Bachelor's degree.

B. Mid. Meets all qualifications and skills required of a Junior, plus:

- Demonstrates comprehensive mission knowledge and skills that affirms completion of all developmental training and experiences for the labor category.
- Demonstrates ability to communicate understanding from information that may be incomplete, indirect, highly complex, seemingly unrelated, and / or technically advanced. Structures analytic questions based on trends in reporting and a range of analytic perspectives from other analysts, organizations, and intelligence disciplines.
- Demonstrates ability to work independently with minimal oversight and direction.
- Demonstrates ability to collaborate and work with other IC members on information sharing, driving collection, and addressing analytic disputes and conflict resolution.
- Demonstrates ability to develop concise, insightful, and comprehensive products for defense intelligence.
- Demonstrates ability to guide teams in researching multifaceted or critical problems.
- Desired Experience: Minimum 8 years of experience related to the specific labor category with at least a portion of the experience within the last 2 years.
- Desired Education: Bachelor's degree in an area related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education.

C. Senior. Meets all qualifications and skills required of a Mid, plus:

- Demonstrates in-depth knowledge and understanding of the labor category activities required to meet mission requirements.
- Demonstrates ability to work independently and with minimal oversight.
- Desired Experience: Minimum 12 years of experience related to the specific labor category with at least a portion of the experience within the last 2 years.
- Desired Education: Master's degree in an area related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education; or have Bachelor's degree related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education and an additional 5 years of related senior experience, for a total of 17 years, as a substitute to the Master's degree.

D. Expert. Meets all qualifications and skills required of a Senior, plus:

- Demonstrates ability to define problems, supervise studies and lead surveys to collect and analyze data to provide advice and recommend solutions.
- Desired Experience: Minimum 20 years of experience related to the specific labor category with at least a portion of the experience within the last 2 years.
- Desired Education: Master's degree related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education.

4.5. **CI / HUMINT / Collections**. Labor categories in the CI / HUMINT / Collections mission task area encompass a wide range of collection and counterintelligence activities that contribute to the DIE's operations worldwide.

4.5.1. **CI / HUMINT / Collections Labor Categories and Duty Descriptions (9)**. For each of the following Analytic Enabling labor categories, individual TOs will specify the expertise needed spanning:

- CI Specialist
- CI / HUMINT Source Manager
- Collection Manager
- Collection Operations Manager
- Collection Strategist
- HUMINT Network Developer / Analyst
- HUMINT Targeting Specialist
- Signature Reduction Specialist
- Technology Targeting Specialist

4.5.2. **Descriptions**

4.5.2.1. **CI Specialist** – Identifies, monitors, and assesses foreign intelligence efforts attempting collection of sensitive national security information on U.S. persons, activities and interests, including threats posed by emerging technologies to U.S. operations and interests. Applies understanding of foreign intelligence capabilities / activities and U.S. and foreign partner CI capabilities and TTPs for in-depth analytic research and production of all-source CI studies and contributes to developing CI strategies. Conducts, develops, produces, and presents programs of instruction in specified collection operations TTPs, and related or supporting processes, relevant to the various human intelligence and technical intelligence operations under DoD authorities. Graduate of in-residence Fundamentals of Intelligence Analysis course or Military Service equivalent.

4.5.2.2. **CI / HUMINT Source Manager** – Definition removed for classification purposes.

4.5.2.3. **Collection Manager** – Applies intelligence collection systems and capabilities to inform intelligence consumers of collection developments and relevancy through a range of products. Collaborates across the IC to understand customer intelligence needs and gaps to optimize developing and validating collection requirements for the customer.

Evaluates the efficiency and effectiveness of multi-INT collection against requirements; and the execution of collection plans and strategies to generate reliable and valid intelligence to customers. Assesses the value of collected intelligence versus the customers' need(s) and decision making. Uses statistical, algorithmic, mining and visualization techniques to find and interpret ISR data sources. Manages large amounts of data, ensures data consistency, produces visualizations and develops models to report findings. Assists developing methods and criteria to evaluate whether collection requirements been satisfied, using Measures of Effectiveness (MOEs), Measures of Performance (MOPs), responses to collection plans and strategies, and others, and produces feedback of findings. Identifies collection gaps, related trends and opportunities; assesses collection options, tests assumptions, and produces judgements, recommendations and solutions to refine collection. Produces analyses identifying gaps in collections methods, and models future intelligence collection scenarios for Collection Strategists, Intelligence Planners, and Collection Enterprise Architects. Demonstrates proficiency conducting statistics and using statistical packages such as, but not limited to, Matlab, SPSS, SAS, S-PLUS, or R. Graduate of an in-residence DoD / IC collection management course.

- 4.5.2.4. Collection Operations Manager – Collaborates with collection requirements managers, analytic elements and consumers to ensure clandestine and overt HUMINT collection operations have the necessary focus and guidance to maximize time and resources allocated. Applies intelligence collection systems and capabilities to inform intelligence collectors and consumers of collection developments and relevancy through a range of products. Collaborates across the IC to understand consumer intelligence needs and gaps to optimize developing collection operations tailored to the requirements of the customer. Works with collectors and all-source analysts to evaluate the efficiency and effectiveness of multi-INT collection against requirements; and the execution of collection plans and strategies to generate reliable intelligence relevant to consumer needs. Uses statistical, algorithmic, data mining, and visualization techniques to find and interpret ISR data sources. Manages large amounts of data, ensures data consistency, produces visualizations and develops models to report findings. Assists with developing methods and criteria to evaluate whether collection requirements have been satisfied, using measures of effectiveness and measures of performance. Produces feedback of findings, identifies collection gaps, related trends, and opportunities; assesses collection options, tests assumptions, and produces judgements, recommendations and solutions to refine collection. Produces analyses identifying gaps in collections methods, and models future intelligence collection scenarios for Collection Strategists, Intelligence Planners, and Collection Enterprise Architects. Conducts, develops, produces, and presents programs of instruction in specified collection operations TTPs, and related or supporting processes for various human intelligence and technical intelligence operations under DoD authorities. Demonstrates ability to produce Intelligence Information Reports (IIRs). Graduate of in-residence basic Human Intelligence Collection course to include, but not limited to, Defense Strategic Debriefing Course (DSDC) or Military Service equivalent.

- 4.5.2.5. Collection Strategist – Applies expertise on intelligence collection systems, capabilities, and processes to produce full scope collection strategies using all DoD and National Technical Means, (NTM) systems for war-fighter high priority intelligence needs. Conducts necessary actions to assesses, manage, and integrate information to support planning for DoD, DIA, or CCMD CI and HUMINT programs, functions and mission activities, and provides recommendations on the integration of CI and HUMINT activities for combatant command strategic, operational, contingency, crisis and exercise planning. Demonstrates knowledge and experience utilizing DoD and IC collection platforms / sensors. Demonstrates knowledge of the intelligence collection capabilities, Processing, Exploitation, and Dissemination (PED), and planning tools. Full understanding of the Collection Operational Tasking and Reporting system, Collection Operations Policy, Oversight Requirements and tasking authorities, to include HUMINT and HUMINT related activities. Graduate of an in-residence DoD / IC collection management course.
- 4.5.2.6. HUMINT Network Developer / Analyst – Performs independent technical analysis, applying experience with the characterization of complex target networks and conducts exploitation of networks. A technology-enabled analyst, provides assessments on the structures, dynamics, and functions of networks at the small group and global levels, offering operational and strategic insights that can answer intelligence questions and direct collection efforts to close intelligence gaps. Performs research and analysis that enable organizations to identify terrorist threats and alert DoD forces, informs strategic decisions, supports operations and planning through network and target development, drives intelligence operations through collection support, and optimizes the intelligence enterprise.
- 4.5.2.7. HUMINT Targeting Specialist – Definition removed for classification purposes.
- 4.5.2.8. Signature Reduction Specialist – Supports the development, review, processing, and execution of Signature Reduction plans, annexes, policies, and directives. Maintains knowledge of established Signature Reduction plans to ensure that they support current and future operations. Prepares and delivers Signature Reduction training to support and enhance unit readiness. Performs organizational, individual, and operational due diligence IAW DoD policies to maintain plans, mechanisms, travel awareness, *etc.* Evaluates the sustainability of the unit's Signature Reduction Tactics, Techniques, and Procedures (TTPs). Develops responses to Signature Reduction requirements and assigned taskers while engaging associated organizations for support and collaborating or coordinating on externally-generated requirements. Supports the daily management and oversight of Signature Reduction Operation Security, including but not limited to the maintenance, issuance, tracking, recovery, inventory, and turn-in of Signature Reduction program items.
- 4.5.2.9. Technology Targeting Specialist – Definition removed for classification purposes.