

**POSITION DESCRIPTION**  
**INFORMATION TECHNOLOGY SPECIALIST**  
**GS-2210-09**

**I. INTRODUCTION**

The position is located in the Communications Section (HQ/S-6), Marine Special Operations School (MSOS), U.S. Marine Corps Forces, Special Operations Command (MARSOC) at Camp Lejeune North Carolina. The mission of MARSOC is to train, organize, equip, and when directed by the Commander, U.S. Special Operations Command (USSOCOM) to deploy task organized, scalable, and responsive U.S. Marine Corps special operations forces worldwide in support of combatant commanders and other agencies. MARSOC is one of four components of USSOCOM. The Commander, MARSOC is a U.S. Marine Corps Major General (O-8) and reports to the Commander, USSOCOM. In this capacity, the Commander, MARSOC exercises command over a force of nearly 3,500 active personnel from both the U.S. Marine Corps and the U.S. Navy. The MSOS mission is to assess and select personnel for assignment for Marine Force Special Operations Command (MARSOC) and to train and educate designated personnel in individual, basic and advanced special operations in order to meet MARSOC's requirement to provide capable personnel to conduct special operations.

The primary purpose of this position is to provide Information Technology (IT) Data/Cyber Communications service and support as required to implement the communications plans and ensure operation of persistent architecture for the benefit of MSOS students and staff mission success. The IT Specialist will perform duties in support of various field training exercises conducted by MSOS, the classroom support for the academic facility, and garrison enterprise support for all networks operated by MSOS personnel including but not limited to Marine Corps Enterprise Networks (MCEN), United States Special Operations Command (USSOCOM) Networks, tactical networks, standalone networks, unclassified, classified and commercial networks.

The major duties listed below represent the full performance level of GS-09. At the GS-5 and GS-7 grade levels, the incumbent would perform assignments of a more limited scope and with less independence. This position is a career ladder position where the incumbent will progressively acquire the background and experience necessary to perform at the full performance level.

**SPECIAL REQUIREMENTS**

1. The incumbent must have the ability to obtain and maintain a Secret security clearance.
2. The incumbent will be required to work other than normal duty hours, which may include scheduled on-call, evenings, weekends, and/or holidays. Periodic travel and work in a field environment is required. At some field environment locations or when available the incumbent

lodging may be consistent with government provided lodging. Incumbent may be required to deploy in a temporary additional duty capacity to a CONUS or overseas (OCONUS) area incident to an exercise or professional training.

3. The incumbent must be able to obtain and maintain a Government credit card and Government no-fee passport for international travel.

4. This position has been designated as a Cyber IT/Cybersecurity Workforce (CSWF) position in Cyber IT specialty area (41) Customer Service and Technical Support at the Entry/Apprentice level and as a condition of employment incumbents of the position are required to comply with the DON Cyber IT/CSWF Program requirements of SECNAV M-5239.2, which include:

a. Earning and maintaining appropriate credentials for the Cyber IT/CSWF Qualification Matrix (described in SECNAV M-5239.2) associated with the specialty area and level commensurate with the scope of major assigned duties for the position to which they are assigned, and;

b. Participation in a continuous learning program as described in SECNAVINST 1543.2. A minimum of 40 hours of Cyber IT/CSWF related continuous learning annually document in a current individual development plan signed by both the employee and supervisor.

5. The incumbent will be required to qualify as a MSOS Primary Instructor and maintain currency as required by NAVMC 1553.2 and MSOSO 1553.2. Qualification must be achieved within 12 month of assignment to the position, employees subject to probationary hire will complete training prior to the conclusion of the probationary period as a condition of full performance.