



**GEORGIA BUREAU OF INVESTIGATION  
JOB VACANCY NOTIFICATION #14-054**

**POSTED:** June 9, 2014

**DEADLINE DATE:** June 16, 2014

**JOB TITLE:** PS: Intelligence Analysis Specialist (EL)  
**# OF VACANCIES:** 3  
**JOB CODE:** 60708  
**PAY GRADE:** 13  
**SALARY RANGE:** \$29,399.50 - \$40,402.62  
**POSITION NUMBER:** 00202662, 00202886, TBD  
**JOB LOCATION:** Georgia Information Sharing and Analysis Center  
Atlanta, Georgia (2 positions)  
**And one of the following GBI locations:**  
Region 3 (Americus, GA)  
Region 9 (Thomasville, GA)  
Region 4 (Douglas, GA)  
Region 14 (Kingsland, GA)  
or  
Region 15 (Sylvester, GA)

**Job Description:**

Under close supervision, analyzes evidence, crime reports, and databases for the Georgia Information Sharing & Analysis Center/Intelligence Unit. Assists Advanced level analysts in preparing data for reports and/or presentations. This is the entry/training level of the Intelligence Analysis job series. Incumbents at this level may require additional training or experience to gain full proficiency in some or all of the job responsibilities.

**Minimum Qualifications:**

Completion of an undergraduate major at a four year college or university.

**VACANCY OPEN TO ALL QUALIFIED APPLICANTS**

**TO APPLY:**

- ❖ **SUBMIT (2) STATE OF GEORGIA APPLICATIONS TO:**  
Georgia Bureau of Investigation  
Attn: Personnel  
P. O. Box 370808  
Decatur, GA 30037-0808

Applications may be obtained by clicking the following link: [GBI State Application](#)

- ❖ The Job Vacancy Number (#14-054), located at the top of this announcement, along with Job Title and Job Code must be listed on applications for this vacancy.
- ❖ **Describe work history background experience in full.** Applications should be filled out carefully and completely. Make certain applications are signed and dated. **Incomplete applications, applications with insufficient information can result in an applicant not being considered for the vacancy.**
- ❖ Applications will not be considered that have "see attached" in lieu of completing the work history and job information on the application. Indicate any other job-related information you want considered in evaluating your candidacy for this position on a separate sheet.
- ❖ **Foreign Education:** Applicants who have completed part or all of their education outside the U.S. must have their foreign education evaluated by an accredited organization to ensure that the foreign education is equivalent to education received in accredited educational institutions in the U.S. **This evaluation must be a course-by-course evaluation that includes each completed course/subject and the U.S. credit equivalent. Applicants must submit (2) copies of the credential evaluations to the address noted above by the deadline.** For a listing of services that can perform this evaluation, see the National Association of Credential Evaluation Services website at <http://www.naces.org/members.htm>.
- ❖ Due to the volume of applications we receive, we are unable to provide information on application status by phone or by e-mail. Applicants who are selected for an interview will be contacted to arrange an appointment. Applicants who are not selected for an interview will not receive notification.
- ❖ The GBI reserves the right to close this job announcement once a qualified applicant pool has been identified.
- ❖ Employment for the selected candidate(s) is contingent upon the successful completion of a GBI background investigation including criminal, credit and driver's history checks, polygraph examination, fingerprinting and drug screening.
- ❖ Click the following link for a list of [GBI Employment Disqualifiers](#).

***All applications must be received in the GBI Office of Human Resources by close of business on the deadline date posted on this job vacancy announcement***

**THE GBI IS AN EQUAL OPPORTUNITY EMPLOYER**