

**DoD SkillBridge Internship
Army Careers Skills Program (CSP)
Management and Program Analyst (GS-13)
U.S. Customs and Border Protection (CBP)
Office of Facilities and Asset Management (OFAM)
OPPORTUNITY ONE**

SALARY IF HIRED

<https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2025/general-schedule/>

IMPORTANT NOTE

This opportunity is **OUTSIDE of USAJOBS.gov** and **ONLY** open to DoD SkillBridge and Army CSP internship candidates who are **AT LEAST 11 MONTHS AWAY** from military separation.

LOCATIONS

Washington, DC, Indianapolis, IN, Euless, TX, Aliso Viejo, CA

MAJOR DUTIES AND RESPONSIBILITIES

Providing workforce planning and staffing analysis services to assigned organizations within OFAM, which includes planning, scheduling, and conducting projects and studies to evaluate and recommend ways to improve effectiveness and efficiency;

Serving as an advisor to management on workforce analysis and process improvement efforts to ensure that workforce planning goals and objectives are met in regard to staffing levels, attrition rates, and progress toward executing OFAM's hiring plan;

Serving as a Liaison with the CBP, Office of Human Resources Management Hiring Center for all recruitment activities, tracking and analyzing position management through forecasting and gap-analysis so that positions are recruited effectively;

Advising on workforce planning and management strategies, including reassignments, details, and temporary promotions, to meet staffing requirements; and
Working with co-workers and workforce planning and management professionals to identify potential program initiatives or special projects that could improve efficiency, effectiveness, or productivity in the workforce.

HOW TO APPLY

Email Jeffrey.R.Jack@cbp.dhs.gov with SUBJ: **CBP – DoD SkillBridge – Army CSP – OFAM - OPPORTUNITY ONE – Management and Program Analyst (GS-13) – LOCATION DESIRED FROM LIST.**