



# EXECUTIVE DIRECTOR, TEST AND EVALUATION

**OCCUPATIONAL SERIES:** 0340

**FIELD/HQ:** HQ

**PAY BAND:** TSES 02

**PILLAR:** Enterprise Support

## JOB OVERVIEW

Serves as the Independent Test Agent (ITA), the Director of the TSA Systems Integration Facility (TSIF), and the primary liaison to DHS Headquarters on all Test & Evaluation matters. The Executive Director provides developmental, certification, qualification, operational test and evaluation, and acceptance testing support, and establishes and ensures test and evaluation objectives are designed to meet end users overall mission, vision, goals, and objectives while maintaining security effectiveness

## JOB RESPONSIBILITIES

- Conducts risk analysis related to testing activities and program costs, schedules, and performance baselines, and implements contingencies if necessary.
- Develops testing and evaluation capabilities including supporting acquisitions, utilizing Concept of Operations (CONOPS), mitigating threats, and ensuring test activities adhere to directives, policies, and guidebooks.
- Ensures consistent application of procedures related to testing and evaluation by coordinating with internal and external executives.
- Oversees TSA related activities at the Terrorist Explosive Device Analytical Center (TEDAC) Improvised Explosives Detection and Synthesis Center, including researching, manufacturing, testing, and characterizing explosives.
- Supervises the Deputy Director of the Transportation Security Laboratory and the certificate evaluation of TSA screening technologies.
- Conducts outreach in support of TSA and DHS acquisition executives on matters relating to testing and evaluation.
- Tests and evaluates solutions through the acquisition lifecycle framework based on defined user needs Based on technology and capability requirements.
- Reviews all acquisition program documentation related to test and evaluation and determines readiness for Component Acquisition Executive (CAE) review prior to submittal to ensure security technology and capabilities are effective prior to procurement and deployment.

## JOB SKILLS

- Applies procedures, requirements, regulations, and policies related to testing and evaluation of aviation security technologies, capabilities, and systems.

# PROFESSIONAL TECHNICAL QUALIFICATIONS (PTQ)

The application process used to recruit for the position is RESUME-BASED.  
Each PTQ AND ECQ must be CLEARLY ADDRESSED in your resume.



- Experience applying procedures, requirements, regulations, and policies related to specialized expertise in Testing and Evaluation of aviation security technologies, capabilities and systems.
- Knowledge of test methodologies and strategies, strategic risk assessment, requirements analysis, systems engineering, operations research and modeling and simulation in order to manage a Testing and Evaluation program.
- Knowledge of federal acquisition policies and procedures for acquiring complex security capabilities and services in addition to management of related contractual agreements.
- Knowledge of the processes required to design and develop risk-based management systems which includes defining requirements for risk assessments tools and guidelines needed to evaluate effectiveness of security measures.

## EXECUTIVE CORE QUALIFICATIONS(ECQ)



- **ECQ 1: Leading Change.** This core qualification involves the ability to bring about strategic change, both within and outside the organization, to meet organizational goals. Inherent to this ECQ is the ability to establish an organizational vision and to implement it in a continuously changing environment.
- **ECQ 2: Leading People.** This core qualification involves the ability to lead people toward meeting the organization's vision, mission, and goals. Inherent to this ECQ is the ability to provide an inclusive workplace that fosters the development of others, facilitates cooperation and teamwork, and supports constructive resolution of conflicts.
- **ECQ 3: Results Driven.** This core qualification involves the ability to meet organizational goals and customer expectations. Inherent to this ECQ is the ability to make decisions that produce high-quality results by applying technical knowledge, analyzing problems, and calculating risks.
- **ECQ 4: Business Acumen.** This core qualification involves the ability to manage human, financial, and information resources strategically.
- **ECQ 5: Building Coalitions.** This core qualification involves the ability to build coalitions internally and with other Federal agencies, state and local governments, nonprofit and private sector organizations, foreign governments, or international organizations to achieve common goals.