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Immigration Services Officer

DEPARTMENT OF HOMELAND SECURITY

Citizenship and Immigration Services

Field Operations Directorate, Office of Field Operations, District 33

Open & closing dates

 07/30/2018 to 08/08/2018

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Service

Competitive

Pay scale & grade

GS 9 - 12

Salary

\$50,598 to \$95,388 per year

Appointment type

Permanent

Work schedule

Full-Time

Location

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1 vacancy in the following location:

 **Oklahoma City, OK**

Relocation expenses reimbursed

No

Telework eligible

Yes as determined by agency policy

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This job is open to



[Career transition \(CTAP, ICTAP, RPL\)](#)

Federal employees who meet the definition of a "surplus" or "displaced" employee.



[Internal to an agency](#)

Current federal employees of this agency.

Clarification from the agency

Current USCIS employees with competitive status.

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Announcement number

CIS-10267946-OKC

Control number

505983100

Videos

Duties

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Summary

This position of Immigration Services Officer starts at a salary of \$50,598.00 GS-09 grade level, step 01, to \$95,388.00 GS-12 grade level, step 10, with promotion potential to GS-12 grade level.

[Learn more about this agency](#)

Responsibilities

- The responsibilities described are for the full performance level. At developmental grade levels, assignments will be of more limited scope, performed with less independence, and limited complexity.
- Grant or deny complex and highly sensitive applications and petitions for immigration benefits based on electronic or paper applications/petitions.
- Research, interpret and apply appropriate statutes, regulations, and precedent decisions to make adjudicative decisions.
- Interview applicants and petitioners to elicit statements, assess credibility, and analyze information to identify facts that form the basis for a decision concerning eligibility for immigration benefits.
- Conduct security checks and provide assistance to Federal law enforcement agencies to identify individuals who are ineligible for immigration benefits due to national security, public safety, or other legal grounds.
- Use electronic systems to provide verification of any number of established data points to make adjudicative decisions, determine appropriate level of adjudicative review, and update databases with appropriate information and decisions.

Travel Required

Occasional travel - You may be expected to travel for this position.

Supervisory status

No

Promotion Potential

12

Job family (Series)

1801 General Inspection, Investigation, Enforcement, And Compliance Series

Requirements

Required Documents

Benefits

How to Apply

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