

DC area

GRS-001

Objective:

The DHS has a requirement for security escort services to areas where contractors perform maintenance, housekeeping, remodeling, or construction contract services. The objective is to maintain the integrity of classified information where service contractors have access. Escort services are required at NPPD facilities. The Escort contract personnel shall have Top Secret/Sensitive Compartmental Information (TS/SCI) level to provide security escort services to areas where sensitive information is utilized and stored. The contractor personnel shall be cleared prior to contract performance.

Duties:

The Escort is primarily responsible to perform protective service and escort work such as escorting un-cleared individuals into designated buildings and property, protecting equipment and material, and controlling access to installations by employees and visitors. The Escort will ensure positive control of all approved, but un-cleared individuals- from verification of identify upon arrival at the facility to personally escorting them within the facility and ensuring they exit appropriately. The Escort does not act in the capacity of a law enforcement officer, and has no arrest or apprehension powers. A majority of work is performed indoors within the facility. The services and performance required under this contract are determined to be not inherently governmental. The contractor shall not perform or give the appearance of performing inherently governmental functions according to all applicable DoD policy. The Government shall neither supervise contractor employees nor control the method by which the contractor performs the required tasks. All contractor personnel shall identify themselves as contracted support personnel in all forms of communication with all entities with whom OUSD(P) has business dealings.

Qualifications / Requirements:

- Minimum High School Diploma or GED
- Must be at least 21 years of age.
- Must be US citizen.
- Prior military, civilian, or security guard experience preferred.
- Honorably discharged (If Applicable)
- Successfully completed all training and have obtained all required permits, licenses, certifications and security clearances for the site.
- **Active Top Secret Clearance with access to SCI is required**
- Must possess and maintain a valid state driver's license.
- Have no record or history of illegal drug use, sale, possession, or manufacture during the previous five years.
- Have no felony convictions and no convictions that reflect on the individual's reliability including those crimes classified under the Lautenberg Act

Cognitive is an Equal Opportunity Employer and as such abides by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. By applying these regulations, Cognitive takes affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability

Knowledge / Skills / Abilities:

- Must speak, read, write, and understand the English language, apply written rules, detailed orders, instructions and training material.
- Communication: Excellent customer service via phone and face to face conversation, excellent written and oral command of English.

Period of Performance:

Works to begin when all onboarding procedures are met. Possible options to extend yearly

Position Type/Expected Work Hours:

Part time. Contract employees are expected to be available during the surge hours 1800-0600 Monday-Friday and all day on weekends and holidays.

Place of Performance:

The work will predominantly be performed in DHS NPPD offices located in and around the National Capital Region. The primary work locations are in Arlington, VA at N. Courthouse Rd., North Glebe Rd., Clark St., N. Fairfax Dr. and North Ft. Myer Dr. Additional work locations in Arlington, VA may include Crystal Dr. and Wilson Blvd. and Nebraska Ave. in Washington, DC.

Travel

Local travel expenses (public transportation, parking, mileage) will not be reimbursed to the contractor. The Contractor will be authorized use of DHS shuttle bus for transportation from the various places of performance to NPPD offices at no additional cost. DHS shuttle transportation does not include transporting contractors over all or any portion of their individual commuting routes between home and place of duty. Upon occasion, contractor personnel may be required to travel local to off-site locations. No long distance travel is anticipated under this task order.

To Apply –Complete application at <http://www.cog-ps.com/sub/about/careers.html>

Upload resume, cover letter and any appropriate certifications or transcripts.

Incomplete or unsigned applications or resumes that do not meet all the stated requirements will not be accepted

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