



## U.S. Citizenship and Immigration Services

Management Directorate |  
Office of Human Capital and  
Training | Human Capital  
Strategy Division



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# PERSONNEL PSYCHOLOGIST

This information page is for multiple job announcements

<b>Apply Dates</b>	04/26/2022 to 05/05/2022	<b>Service</b>	Competitive
<b>Pay Plan, Series, &amp; Grade</b>	GS-0180-14	<b>Appointment Type</b>	Permanent
<b>Salary*</b>	\$95,973 to \$124,764 per year	<b>Work Schedule</b>	Full-Time
<b>Open to</b>	Various hiring paths (refer to each of the <a href="#">job opportunity announcements on USAJOBS</a> )		

\*The actual salary will be set based on the grade, step, and location of the selectee(s) and/or position. You may be expected to report for work at a local USCIS facility based on the needs of the hiring office. View the [2022 Locality Pay Charts](#) for more information.

## Locations

- Location negotiable after selection

## Overview

**U.S. Citizenship and Immigration Services (USCIS)** oversees lawful immigration to the United States. We uphold America’s promise as a nation of welcome and possibility with fairness, integrity, and respect for all we serve. Visit [uscis.gov/careers](#) to learn more about what it means to work for USCIS.

This position is in the Management Directorate, Office of Human Capital and Training, Engagement and Assessment Branch.

## Job Description

As a **Personnel Psychologist**, you will help to achieve the agency mission by advising management on a variety of human capital practices and initiatives.

You will:

- Provide consultation services, advice, and assistance to organizations, work groups, managers, and staff on a range of workforce-related problems and issues, including organizational diagnostics and development, employee engagement, and assessments.
- Apply professional knowledge of employee survey methodology, design, and analysis to construct measures, and conduct comprehensive data analysis that provides useful information for decision making.
- Proactively manage projects and client relationships, ensure activities address needs, manage expectations, and implement actions.
- Brief leadership and employees on specific results based on data collection, statistical analysis, and interpretation, and provide actionable recommendations to clients.
- Manage change and navigate positively in a fast-paced and changing environment.

## USCIS CAREER OPPORTUNITIES

## Qualifications

**Basic Requirements:** All applicants must meet the following basic requirements: (Must be supported in Transcripts from an accredited institution and Resume)

- **Degree:** major or equivalent in psychology for all specializations except clinical psychology and counseling psychology. These two specializations have additional educational requirements, as stated below:
  - ◇ Clinical psychology: For positions at grades GS-11 and above, satisfactory completion of all the requirements for the doctoral degree (Ph.D. or equivalent) directly related to full professional work in clinical psychology is required.
  - ◇ Counseling psychology: For positions at grades GS-9 and above, satisfactory completion of 2 full academic years of graduate study directly related to professional work in counseling psychology, or satisfactory completion in an accredited educational institution of all the requirements for a master's degree directly related to counseling psychology is required.

**GS-14:** You qualify at the GS-14 level if you possess one (1) year of specialized experience, which is equivalent to at least the GS-13 level in the federal government, that equipped you with the skills needed to successfully perform the duties of the position. You must have experience performing the following duties:

- Applying Industrial-Organizational psychology to develop and implement tools and resources that are relevant and practical for management to use in response to organizational needs;
- Consulting with leaders to advocate for strategic approaches to organizational problems using evidence-based design to devise workable solutions and action plans;
- Managing projects in the areas of employee engagement, workplace assessments, employee surveys, and/or organizational assessment;
- Conducting data analysis of employee surveys or conducting selection test validation.

## How to Apply

***Applications must be submitted through USAJOBS to be considered.***

1. Please visit [www.usajobs.gov](http://www.usajobs.gov) and log in to your user account, or create an account if you do not have one.
2. Once you have created an account and logged in, click the [USAJOBS search criteria link](#) to view the list of available job opportunity announcements. **You must apply online to each announcement for which you want consideration. Please pay close attention to the open and closing dates and who may apply for each announcement, as they may differ.**
3. Please review any additional requirements of the position and the required documents.
4. Please follow all directions in the "How To Apply" section of the USAJOBS announcement referenced above. Your complete application and all supporting materials must be received by 11:59pm Eastern Time on the closing date of the job announcement listed in USAJOBS.