



U.S. Secret Service Special Agent

Career Path

The U.S. Secret Service offers qualified men and women a challenging and fulfilling career, and recruits personnel of the highest caliber to carry out its integrated mission.

Newly-appointed special agents may be assigned to field offices anywhere in the United States. Frequent travel and reassignments to a variety of duty stations, including liaison assignments in foreign countries, are some of the unique requirements of being a special agent.

Special agents usually are hired at the GL-7 or GL-9 level, depending on individual qualifications, experience and/or education. Eligibility for promotion in the U.S. Secret Service is based upon performance. The full performance level for a special agent is GS-13. Selection for promotion for positions above the GS-13 level is competitive, and is governed by an internal merit promotion process.

Training

During the first year of employment, special agents receive several months of formal classroom, fitness, firearms and simulation training.

Newly appointed special agents receive approximately 11 weeks of intensive training at the Federal Law Enforcement Training Center (FLETC) in Glynco, Georgia, where they are instructed in a variety of law enforcement disciplines, from criminal investigations to firearms training.

Upon successful completion of training at FLETC, special agents obtain approximately 18 weeks of specialized instruction at the U.S. Secret Service's James J. Rowley Training Center (JJRTC) outside Washington, D.C. There they receive tailored training in all aspects of the agency's protective and investigative mission. Upon graduation from JJRTC, trainees are sworn in as special agents of the U.S. Secret Service.

Throughout their careers, special agents are regularly tested for firearms proficiency and physical fitness, and they frequently participate in advanced training programs that augment their ability to carry out the U.S. Secret Service's unique integrated mission of protection and investigations.

Qualifications

To be considered for the position of special agent, applicants must meet the following requirements:

- Be a U.S. Citizen
- Be at least 21 years of age at time of application and younger than 37 at the time of receipt of a conditional offer of employment to continue in the application process. Applicants with veterans' preference must be at least 21 years of age at time of application and younger than 40 at the time of receipt of a conditional offer of employment to continue in the application process
- Possess a current valid driver's license
- Qualify for the GL-07 level or the GL-09 level
- Have uncorrected vision no worse than 20/100 binocular; correctable to 20/20 in each eye (NOTE: Lasik, ALK, RK and PRK corrective eye surgeries are acceptable eye surgeries for special agent applicants provided specific visual tests are passed. The following are the waiting periods before visual tests are conducted after the surgery: Lasik surgery—three months; PRK—six months; and ALK and RK—one year.) Applicants must meet the vision requirement at the time of application
- Be in excellent health and physical condition
- Pass an Applicant Physical Abilities Test
- Complete interviews and pass a written examination
- Qualify for a Top Secret clearance and undergo a complete background investigation, to include driving record check, drug screening, medical and polygraph examinations
- Certify that you have registered with the Selective Service System or are exempt from having to do so, if you are a male applicant born after December 31, 1959
- The Secret Service prohibits employees from having visible body markings (including but not limited to tattoos, body art, and branding) on the head, face, neck, hand and fingers (any area below the wrist bone). If you have visible body markings, you will be required to medically remove such visible body markings at your own expense prior to entering on duty with the Secret Service





Conditions of Employment

Certain demands are required of all special agents of the U.S. Secret Service. These include, but are not limited to:

- Working long hours in undesirable conditions on short notice
- Traveling away from home for periods up to 30 days, and sometimes longer
- Carrying a firearm while performing duties, and maintaining firearms proficiency
- Carrying out assignments in the areas of both protection and investigations
- Relocating to duty stations throughout the U.S. and abroad, as organizational needs dictate
- Working undercover assignments
- Initial appointment to the special agent position is in the Excepted Service and limited to 3 years and 120 days. Upon completion of this period, special agents will either be converted to career status or separated based on the expiration of the appointment.

For further information about career opportunities with the U.S. Secret Service, please call the U.S. Secret Service Employment Line at 1-888-813-USSS (8777) or 202-406-5370 (TTY)

www.secretservice.gov

The U.S. Secret Service is an Equal Opportunity Employer.

Benefits

- Law Enforcement Availability Pay (LEAP) that provides an opportunity for special agents to receive up to an additional 25 percent of their annual base pay
- Employees are eligible for low-cost life insurance
- Employees and their immediate family members are eligible for membership in low-cost federal health benefit plans
- Annual leave earned at the rate of 13 to 26 days per year, based on length of employment. Prior federal civilian or military service is credited, as authorized
- Sick leave accumulated at the rate of 13 days per year without limit
- Paid holidays
- Comprehensive retirement benefits. Retirement credit is granted for prior military or federal government service, as authorized
- Eligible for participation in Flexible Spending Account Program

Foreign Language Proficiency

A one-time recruitment bonus, 25 percent of basic annual pay, may be paid to newly-hired special agents who are identified as having a foreign language skill and can test at the S-3 level. This level requires that the applicant is able to speak the language with sufficient structural accuracy and vocabulary to participate effectively in most formal and informal conversations on practical, social and professional topics. The recruitment bonus must be approved prior to the applicant's first day of employment and will be paid as a lump sum upon successful completion of all required training and graduation from JJRTC. Availability of the bonus will depend on the availability of funds.

