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| Job Title: | Document Reviewer Level 2 |
| Client/Contract: | Department of Energy (DOE) |
| Security Clearance: | DOE "Q" Clearance or DOD Top Secret Clearance with SCI eligibility |
| Location: | College Park, MD |
| Position type: | Full Time/Exempt |
| Schedule: | Monday – Friday, 1st shift or similar |
| Report to: | Team Lead |
| HR Contact: | Kim Alberi, kalberi@qlxcorp.com |

DUTIES AND RESPONSIBILITIES

- Conducts classification reviews in accordance with applicable laws, regulations, DOE orders, and DOE OC procedures for RD, FRD, NSI, and UCNI including but not limited to, in the following technical areas:
 - Nuclear weapons design and improvised nuclear devices
 - Nuclear material production, such as but not limited to isotope separation technologies (atomic vapor laser isotope separation, gaseous diffusion, gas centrifuge, etc.), and nuclear material processing
 - Counterintelligence and nuclear intelligence
 - Weapon science and inertial confinement fusion
 - Military utilization of nuclear weapons
- Additionally, recognizes the potential for other technical areas' RD/FRD/DOE NSI/UCNI in documents, and refers those documents to a Document Reviewer Level 3 or above for a classification determination
- Determines whether information is classified or unclassified but sensitive
- Assists in the conduct of classification program appraisals
- May be required to perform the duties of Document Reviewer Level 1.

QUALIFICATIONS AND REQUIREMENTS

- Bachelor's Degree or two (2) years of experience for one (1) year of education
- Individual must be able to read and understand written English at or above academic grade 15
- Document Reviewers Level 2 must meet DOE requirements to qualify as a DC and UCNI RO
- Document Reviewers Level 2 are to have one year or more experience in historical records reviews in accordance with applicable laws, regulations, DOE orders, and DOE Office of Classification procedures to identify potential RD, FRD, NSI, and UCNI in DOE and other agency collections
- One or more years' experience as a Document Reviewer Level 1 (DRL1) preferred

