



Office of Special Investigations Individual Mobilization Augmentee - Application

1. Applicant Information

Full Name (Last, First, MI):

Personal Email:

Work Email:

Personal Phone Number:

Work Phone Number (No DSN):

Home Address:

Current Employer:

2. Citizenship, Criminal History, and Medical Information

What is your current citizenship status?

Have you ever been convicted of a felony?

Do you have any pending/on-going disciplinary actions or investigations?

Have you ever been subject to disciplinary action or investigation by an employer?

If selected for employment, are you willing to submit to a pre-employment drug screening test?

If selected for employment, are you willing to submit to a medical screening?

Do you have any medical conditions that would disqualify you from serving as an OSI IMA?
(Note: Reference AFI 48-123 Medical Examination and Standards)

3. Military Service

What is your military status?

What is/was your military affiliation?

What is/was your military grade/rank?

What is/was your military career field (e.g., AFSC 71S3 – Special Investigations)?

If you separated from AD, what was your date of separation?

If you are currently a member of the Reserves/Guard, what type are you (e.g., IMA, TR, IRR, ART, AGR)?

If you separated from the Reserves/Guard, what was your date of separation?

If you separated from the military, did you separate under honorable conditions?

Are you currently working with a recruiter?

If so, what is your recruiter's rank and full name?

What is your recruiter's phone number (No DSN)?

What is your recruiter's email address?

4. **Law Enforcement Experience**

Have you successfully completed the Federal Law Enforcement Training Center's (FLETC) Criminal Investigator Training Program (CITP) or equivalent (DEA, USPS, CID, or FBI Academy)?

If so, when did you complete FLETC CITP, DEA, USPS, CID, or the FBI Academy?

Are you currently a GS-1811?

5. **Education**

School Name	Location	Years Attended	Degrees Received	Major

Other training, certifications, or licenses held:

6. **Employment Information** (List most recent/current employer first)

Employer #1

Employer Name and Address	Position Title/Duties Skills	Dates Employed
		From:
		To:
		Reasons for leaving:
Supervisors Name and Title:	Supervisors Phone #:	May we contact your supervisor?

Employer #2

Employer Name and Address	Position Title/Duties Skills	Dates Employed
		From:
		To:
		Reasons for leaving:
Supervisors Name and Title:	Supervisors Phone #:	May we contact your supervisor?

Employer #3

Employer Name and Address	Position Title/Duties Skills	Dates Employed
		From:
		To:
		Reasons for leaving:
Supervisors Name and Title:	Supervisors Phone #:	May we contact your supervisor?

7. **References**

Name	Title	Company/Agency	Phone #	Email

8. **Acknowledgement**

I certify that all answers given herein are true and complete to the best of my knowledge.

Print Name (First Name, MI, Last Name)

Date

Signature

Instructions:

- Application MUST BE submitted as a complete single (1) PDF in the order listed below.
 1. OSI IMA Application – completed, signed, and dated (this document)
 2. Letter of Intent (Attachment 1)
 3. Resume – 2 page maximum (Attachment 2)
 4. SURF or Career Data Brief (CDB) (if applicable)
 5. Last 3 closed evaluations (OPBs/OPRs) in descending order (e.g., 2024, 2023, 2022).
 6. Letters of Recommendation (Applicant can submit up to 3 letters of recommendation).
- Application MUST BE submitted with the following naming convention example:
Capt John A. Smith – OSI IMA Application – XX Nov 24
- Submit complete application in single PDF, in the correct order, with correct naming convention to the following email address: AFOSI.HQ.DPR@us.af.mil

Attachment 1 – Letter of Intent

Date (Example: July 7, 2014)

First MI. Last
Street
City, State ZIP

AFOSI Reserve Accessions Board
HQ AFOSI
27130 Telegraph Road
Quantico, VA 22134

Dear AFOSI Reserve Accessions Board,

This is a personal communication written specifically for the accessions board members. Describe why you want to join the AFOSI Reserve Program as an Officer and why you are the best candidate for selection. Highlight your relevant experience, skills, and accomplishments that make you unique for the job.

Format: Do not use a letterhead. Address the letter to the accessions board. Limit the letter to one page.

Example: (For reference only. Do not copy and paste the information below.)

I sincerely desire to rejoin the AFOSI team as an Individual Mobilization Augmentee (IMA) Agent officer. With deep experience in federal law enforcement, diplomatic service, and military intelligence, I am eager to contribute my skills and expertise to enable AFOSI to investigate and neutralize threats to the Air Force and Department of Defense...

I am highly interested in the AFOSI IMA Program due to...

Thank you for considering my application. I look forward to discussing how my background and skills make me an ideal candidate for the AFOSI IMA Program.

Sincerely

[Insert Signature]
FIRST MI. LAST

Attachment 2 – Resume Example

Contact Information Example:

FELICIA VINSON
321 Jefferson Ave
Vienna VA 54321-1234
(703) 555-1234 (Home)
(703) 544-7890 (Cell)
feliciavinson@colonial.com

QUALIFICATIONS

1. List 3-5 reasons you are qualified for a position as an officer in the AFOSI IMA Program.
2. Include a heading at the beginning of your qualification, such as “Leadership Experience” or “Technical Expertise.”
3. Example: Leadership Experience: Leading diverse teams in high-threat environments, I have developed a nuanced understanding of counterintelligence and counterterrorism issues, focusing on innovative data-based solutions to complex challenges to deliver tangible results. I successfully led 20 agents conducting national-level counterintelligence and counterterrorism operations and managed significant operations budgets during my three years as the flight commander in Guam.

MILITARY EXPERIENCE

List all military experience using the following format:

Dates (YYYY-YYYY), Duty Title, Unit, Location

Examples:

2023 – Present, IMA to Commander, AFOSI Det 321, McConnell AFB, KS

2020 – 2023, Operations Officer, 60th Operations Group, Travis AFB, CA

2017 – 2020, Flight Commander, 436th Force Support Squadron, Dover AFB, DE

CIVILIAN EXPERIENCE

List relevant civilian experience, including law enforcement and leadership experience.

Dates (YYYY-YYYY), Duty Title, Employer, Location

Examples:

2023 – Present, Supervisory Special Agent, Federal Bureau of Investigation, Huntsville, AL

2020 – 2023, Political Officer, Department of State, US Embassy Amman, Jordan

2017 – 2020, Police Officer, Lincoln Police Department, Nebraska

EDUCATION

List any degrees or relevant training.

Examples:

Criminal Investigator Training Program, Federal Law Enforcement Training Center, GA, 2024

Senior Management Course, University of Northern Virginia, 2023

BS, Business Administration, University of Pennsylvania, 2010

MAJOR AWARDS AND DECORATIONS

List significant military and civilian awards and decorations.

Examples:

Air and Space Organizational Excellence Award

Wing Officer of the Year