

### Equal Employment Opportunity Policy

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

### Reasonable Accommodation Policy

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

Join us for a career with purpose.

The IRS is the foundation for all that our country is capable of and could be the starting point for a career where your skills and experience are put to a greater use — serving the American public.

As part of the IRS workforce, your efforts help make America stronger. We continue to support the nation's most vital programs, from Homeland Security to Social Security — as well as those closer to home, such as forests, libraries, schools, and more.

This is important work, and every member of our team strives for continued excellence. To that end, we offer outstanding training and a wealth of opportunities for growth and advancement on top of our exceptional benefits and pay.



[jobs.irs.gov](https://jobs.irs.gov)



# IRS Careers

PRIVACY, GOVERNMENTAL LIAISON  
AND DISCLOSURE

PGLD

Join our diverse and dedicated team of professionals focused on protecting the sensitive information and privacy of taxpayers and employees.

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## IRS Overview

The IRS is part of the Treasury Department. We are the nation's tax collection agency and one of the world's most effective tax administrators. We collect trillions of dollars and process millions of returns annually. Our mission is to administer the Internal Revenue Code to provide America's taxpayers top quality service by helping them understand and meet their tax responsibilities and enforce the law with integrity and fairness to all.

## Our Benefits

- Competitive Salaries
- Training and Career Development
- Flexible Work Schedules and Telework
- Performance Incentive Awards
- 11 Paid Federal Holidays
- 13 Paid Vacation Days
- 13 Paid Sick Days
- Paid Parental Leave
- Health and Life Insurance Plans
- Federal Employees Retirement System
- Portable Retirement Savings Account
- Student Loan Forgiveness/Repayment
- Transportation Subsidy
- Child Care Subsidy

## Privacy, Governmental Liaison and Disclosure (PGLD) Division

PGLD provides an intellectually challenging and supportive environment for our employees. We preserve public confidence by advocating for the protection and proper use of sensitive information. We prevent identity theft and unauthorized disclosures by ensuring proper access and authentication. We protect the sensitive information and privacy of taxpayers and employees. We ensure IRS records are managed appropriately. We partner with nearly 300 federal, state, and local agencies to promote privacy and protect federal tax information. We have unparalleled technical expertise in privacy practices, records management, disclosure and authentication, authorization and access processes and policies.

### PGLD Functions

- Governmental Liaison, Disclosure and Safeguards
- Identity Assurance
- Identity and Records Protection
- Privacy Policy and Compliance
- Program and Planning Support

### What Skills are We Seeking?

- Attention to detail
- Ability to work independently
- Ability to work cooperatively with others
- Critical thinking
- Excellent time management
- Project and Program Management
- Analytical Skills

### Why Join PGLD?

- Be a part of a dynamic organization
- Work on challenging privacy and records management issues
- Participate in excellent training and development
- Work in a collaborative environment
- Receive excellent federal benefits

## Career Opportunities

### Disclosure Enforcement Specialist

#### Job Series: 1801

Disclosure Enforcement Specialists verify and ensure federal tax information entrusted to our nearly 300 federal, state and local partners is protected and used appropriately. You'll conduct on-site reviews to identify physical, procedural and policy weaknesses and then monitor compliance through corrective action plans.

### Disclosure Specialist

#### Job Series: 0306

Disclosure Specialists are the gatekeepers to taxpayer data. You'll make determinations on what the IRS should and shouldn't disclose. You'll be responsible for processing Freedom of Information Act requests, disclosures under the Privacy Act, ex-parte court orders and subpoenas for the IRS. You will also promote the protection of sensitive information by delivering awareness programs to IRS employees and external partners.

### IT Specialist

#### Job series: 2210

An Information Technology Specialist is involved in the design, documentation, development, modification, testing, installation, implementation, and support of new or existing IT programs and services. In this role, you will resolve exceptionally complex problems in coding, testing, debugging, and maintaining programs; translating and interpreting functional requirements; and testing, installation, and documentation of IT programs and services.

### Management & Program Analyst

#### Job series: 0343

The Management and Program Analyst is responsible for accomplishing various analytical studies, projects, and tasks to deliver programs, projects, and studies. You will work independently and with management and staff on activities, including resolving substantive problems; improving the effectiveness and efficiency of program operations; and ensuring compliance with applicable laws, policies, processes, and procedures.

### Management & Program Assistant

#### Job series: 0344

As a Management and Program Assistant, you will use your expertise in data collection, research, and report preparation to perform clerical and technical work in support of management and program analysis functions. Projects and duties will vary based on the functional area you are assigned, and may include monitoring, reviewing, and evaluating operations, gathering statistics and information, and reporting findings.

### Privacy Analyst

#### Job series: 0306

A Privacy Analyst is responsible for analyzing, evaluating, and advising management on the effectiveness and efficiency of operations pertaining to the Privacy Act, E-Government Act, Internal Revenue Code Section 6103, Office of Management and Budget (OMB) guidance, Department of Treasury Guidance, Federal Information Security Management Act (FISMA) regulations, and National Institute of Standards and Technology (NIST) guidelines. You'll be responsible for staff programs including program analysis, development, testing, implementation, and evaluation for assigned major programs, such as Privacy Policy, Privacy Impact Assessments, Business PII Risk Assessments, and Incident Management Risk Assessments. You'll be a key player in influencing privacy related policies for nationwide application to both internal and external customers.

## How to Apply

- Scan the QR Code or visit [irs.usajobs.gov](https://irs.usajobs.gov) and search keywords 'Privacy, Governmental Liaison and Disclosure' to search and apply for job opportunities within our business division.
- Create a USAJOBS account to apply for our jobs.
- Click the 'Save this search' link to receive notifications when jobs are announced that meet your search criteria.

### Contact

For more information about IRS Careers and upcoming events, visit the IRS Careers page at: [jobs.irs.gov](https://jobs.irs.gov)

### Basic Eligibility

- Must be a US citizen or national
- Possess necessary education and/or specialized experience
- Read the job announcement on USAjobs for full qualifications