

Secret Service Agent Job Description

Duties and Responsibilities:

- Ensuring the safety and protection of the President and Vice President
- Safeguarding the immediate families of the President and Vice President
- Providing Ex-Presidents and their spouses with lifelong protection
- Guarding visiting Heads of States and other high profile foreign visitors
- Escorting government ambassadors/representatives on international assignments
- Managing the security detail of influential Presidential/Vice presidential candidates and their families four months to the Presidential election
- Investigating financial fraud such as internet bank fraud, financial document counterfeiting, money laundering, and telecommunication hacking attacks, which may have a national impact
- Detection of false identification documents and apprehension of suspects
- Overseeing the forfeiture and seizure of property/asset as directed by a court of law
- Monitoring electronic funds transfer and the use of access codes/debit card number to detect criminal activities
- Combating e-commerce violation, cybercrime, and access device fraud
- Conducting security sweep of a venue to ensure safety during a public national event
- Responding to national emergencies and taking proper defense measures
- Producing report of operation and maintaining accurate record of events
- Use of law enforcement tools such as guns, handcuffs, and radio communication devices
- Performing job duties in accordance with the condition and law enforcement policies

- Providing materials that can serve as law court evidence.

Secret Service Agent Requirements – Skills, Knowledge, and Abilities

- Education and Training: Secret service agents usually have at least a Bachelor's degree in any preferred discipline. They enroll with the selective service system and must pass the Treasury Enforcement Agent Examination, after which they go for a 10 week Federal Law Enforcement Criminal Investigator Training, and a subsequent 17 week Special Agent Basic Training Program. Various age and physical assessments are conducted during the training to ensure job eligibility
- Judgment: They take a lot of decisions that require a good sense of judgment in order to effectively carry out their duties
- Physical Stamina: The secret service duty is a law enforcement task that can be physically challenging and requires a lot of exertion
- Leadership skill: Secret service agents usually exercise a level of leadership quality useful in organizing a team of agents
- Physical Strength: They are strong enough to apprehend an offender.