



## PERSONNEL REQUISITION FORM

**REQUISITION NUMBER: 10-0007**

<b>STAFF SECURITY ENGINEER – IS ANALYST</b>	
<b>DESCRIPTION</b>	<p>The Information Assurance Analyst will provide critical support to a high-visibility Department of Navy (DoN) initiative. A key responsibility will be the data gathering, assembly, and submission of C&amp;A packages. The candidate must be self-motivated, flexible, and willing to support the Security Engineer Teams on all related C&amp;A efforts. The individual filling this position will need to design and assemble IA questionnaires, conduct interviews with DoN personnel, and translate collected data points into compliance documents as they pertain to the DoD Information Assurance, Certification and Accreditation Process (DIACAP). This position also involves close coordination with the government manager(s) in order to anticipate and prepare for upcoming events, requirements, and challenges.</p> <p>The primary responsibilities for the IA Analyst include:</p> <ul style="list-style-type: none"><li>➤ Performing analysis of DoN policies, directives, and instructions as it pertains to C&amp;A process</li><li>➤ Performing data gathering techniques (e.g., questionnaires, interviews, document reviews) in preparation for assembling C&amp;A Packages</li><li>➤ Supporting the Security Engineering Team(s) in the collection, review, and assembly of data pertaining to the C&amp;A Package(s)</li><li>➤ C&amp;A Packages Assembly</li><li>➤ Assistance in preparing executive level briefings on the status of all C&amp;A related activities</li><li>➤ Performing other related duties as assigned by the PM and Lead Security Engineer</li></ul>
<b>REQUIREMENTS</b>	<p><b>WORK EXPERIENCE</b></p> <p>Minimum three (3) years of C&amp;A/ST&amp;E experience, with two (2) of those years in support of DoD and/or DoN agencies. Must have in-depth knowledge of DoD IA policies (e.g. DoDI 8510.01, DoD 8500.2, DoN DIACAP Handbook, COMSCINST 5239.3A). Experience with RETINA, DISA Gold Disk, DISA STIGS, and Security Readiness Review scripts. Approved status as a Navy Certification Agent is a plus.</p> <p><b>JOB LOCATION</b></p> <p>Washington, DC. Global travel to DoN sites may be required (estimated 25% travel).</p>

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	<p><b>EDUCATION</b> BS degree in Computer Science, Information Systems, Engineering, or related field preferred. Commensurate work experience considered.</p> <p><b>CERTIFICATIONS</b> CISSP, CISA, SCNA, GSE, or GCIH required within six (6) months of hire.</p> <p><b>CITIZENSHIP</b> U.S. Citizen required.</p> <p><b>CLEARANCE</b> DoD Secret required.</p>
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