

Subject Matter Expert I

Job Description Form

Job title: IT Security SME

Division/Department: ** SMB ** LOCAL GOVT ** STATE GOVT ** FED GOVT

Location: **San Francisco/Bay Area ** Ft. Collins, CO **Greater Washington, DC

Reports to: Program Manager

Type of position:

- Full-time
- Part-time
- Contractor
- Intern

Hours 40 /week

- Exempt
- Nonexempt

General Description:

Provide Security solutions engineering, evaluation and remediation services. Evaluate client needs and design and implement appropriate security solutions including Security Test and Evaluation (ST&E), System Security Plans (SSP), Privacy Impact Assessments (PIA), and Certification & Accreditation (C&A) compliance. Provide guidance and leadership to team members. Some travel may be required. Create and maintain reports. Maintain and enhance client relationships. Communicate effectively with customers/clients and Kelco management/personnel regarding projects, issues, concerns, etc.

Work experience requirements:

- Ten or more years work experience with IT security solutions and services
- Solid knowledge of and experience with ST&E, SSP, PIA, C&A, compliance, ,
- Must possess and maintain knowledge of security standards and solutions including FISMA, NIST, CSAM, PKI, etc.
- Demonstrate ability to adapt to a dynamic environment
- Must possess excellent customer interaction skills
- Ability to develop and implement SSP's, Standard Operating Procedures (SOPs), Plan of Action and Milestones (POAM) reports, etc.
- Prior experience working in Government environments highly desirable
- Comfort with high profile projects in a fast paced environment
- Working knowledge of Microsoft Word, Excel, SharePoint, Project, PowerPoint, and Visio required
- Team building skills and coalition building efforts required
- ITIL, COBIT, and or Six Sigma experience/certification highly desirable

Education Requirements

- College Degree or equivalent training
- CISSP certification
- CISA certification

Reviewed by:

Title: HR Director

Approved by:

Title: CEO

Date posted:

Date hired:

Name: IT Security SME