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# Example of Information Assurance Analyst Job Description

Our innovative and growing company is hiring for an information assurance analyst. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for information assurance analyst

* Planning and performing risk assessments (entity and process level)
* Documenting and performing walkthroughs of key processes
* Developing checklists, programs and/or guidelines
* Develop and write reports and corrective action plans identifying findings and providing recommendations
* Verification that corrective actions are implemented as described in the corrective action plan
* Present results to management
* Ensure that management responses to instances of non-compliance or audit exceptions include statements of corrective measures
* Serve as liaison with representatives from external audit firms
* Work with constituent federal organizations to monitor, review, analyze and maintain ongoing authorizations
* Work with engineering teams to design, develop, and implement security tools across the Federal Government

## Qualifications for information assurance analyst

* Top Secret Clearance with SSBI Required, SCI Clearance must be obtainable
* Top Secret Clearance/SCI with current SSBI and Full-Scope Polygraph Required
* A minimum of a BA degree
* Must currently possess or be able to obtain a Secret level security clearance
* Prior experience in supporting Focused Operation activities or interactions with Focused Operations teams is highly desired, experience supporting Interagency and IC/LE activities
* Maintain ongoing familiarization with the Cyber Security field, best practices and methodologies