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# Example of Information Assurance Job Description

Our company is growing rapidly and is looking to fill the role of information assurance. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for information assurance

* Proofreads documentation and graphics for accuracy and adherence to original content
* Perform IT forensic analysis on hardware, software and other digital media to ensure that sensitive data is detected and is not released to unauthorized personnel
* Develop RMF compliant documentation
* Support RMF accreditation of Storefront systems
* Support timely completion of Information Assurance Vulnerability Alert (IAVAs)
* Supports the development of program required security documentation, including items such as security plans, contingency plans, and security tests plans and procedures in compliance with the IA policy
* Supports the generation of Assessment and Authorization (A&A) (or Certification and Accreditation (C&A) documentation for the program
* Participates in A&A (or C&A) activities
* Executes security scanning
* As a member of the cyber security team, may support the system security design effort, security requirements analysis, and security requirements flow down to the program element

## Qualifications for information assurance

* DoD 8570 compliant by obtaining/maintaining required certifications such as
* Working knowledge of IA tools for vulnerability management, host based security, network monitoring
* Bachelor’s Degree in Finance, Business, IT or related field
* Bachelor's degree in computer science, math, engineering or related job field
* Position may require the ability to investigate, troubleshoot, and design solutions to problems in operational hardware and software
* 2+ years of experience with Cyber network defense