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# Example of Intelligence Operations Specialist Job Description

Our innovative and growing company is looking to fill the role of intelligence operations specialist. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for intelligence operations specialist

* Identify and make recommendations relative to call, claims, transaction and staffing patterns
* Manage the implementation and coordination of the OMD capability within CCSE
* Manage business relationships and inter actions with site managers, directors, agents
* Maintain capacity plan for supported departments
* Provide the agency with CI expertise, intelligence oversight, quality control, and training
* Collect, evaluate, analyze (field-level), and disseminate suspicious activities, threat information and other actionable information
* Identify deficiencies and recommend appropriate countermeasures necessary to counter FIE efforts to illegally obtain classified and sensitive information and technology
* Prepare formal and informal intelligence reports, briefings, and executive summaries based on investigations or operations by federal agencies
* Responsible to perform end to end Machine Learning project from Stake Holder Buyin, Data Modelling and Model Deployment and Performance
* Manage ad-hoc analysis to solve / respond to operations issue, urgent investigations and business questions, using statistical and predictive modelling techniques

## Qualifications for intelligence operations specialist

* Technical university degree (automation, electrical engineering preferred)
* Position requires frequent TDY
* Expert knowledge and experience maintaining comprehensive situational awareness of critical counterintelligence issues
* Based at Changi Business Park
* 5 – 7 years of relevant experiences in MIS
* Expert in Excel, Macro, Power point