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# Example of Principal Intelligence Analyst Job Description

Our company is looking for a principal intelligence analyst. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for principal intelligence analyst

* Work with Incident Management to identify workarounds and provide information about incident to operations that speed up future resolutions
* Assist with Root Cause analysis process Maturation by developing a problem management checklist to help identify problems in major incidents
* Work on post Incident reviews to identify and document process and service improvement opportunities
* Coordinate with Incident Manager to help produce comprehensive Reason for Outage reports to senior and exec level management following service outages
* Producing management information, including KPIs and metrics to demonstrate performance of the Problem Management process
* Track problems specific to product lines, and shared between product lines to help expose systemic cross-platform problem gaps
* Work alongside RemedyForce team to utilize RemedyForce as a mechanism to develop, organize, track, and report on problem management dashboards
* Receive business requests and effectively convert into implementable solutions or actionable analysis
* Define and document data, analytic and reporting requirements using industry-standard analysis and documentation techniques
* Research and analysis of operational and financial data to identify opportunities and trends and translating those conclusions into understandable and actionable information

## Qualifications for principal intelligence analyst

* Additional 4 years of intelligence experience may be considered in lieu of degree
* Familiarity with operational C2 systems, which include Space-based sensors and sensor-to-shooter timelines
* Knowledge, understanding and experience with space control scenarios in exercises and wargames is a plus
* Proven ability to work without appreciable direction, and determine technical objectives of assignment with considerable latitude
* Master’s Degree in space- related field of study
* Active TS (SSBI, with BI within last 5 years) clearance with SCI eligibility and ability to obtain higher level clearances