



# Example of Cyber Operations Job Description

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Our company is growing rapidly and is hiring for a cyber operations. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for cyber operations

- Design and manage processes and procedures, playbooks and metrics to ensure team participation and continuously evaluate effectiveness of current operations
- Ensure quality of practice meets contractual requirements, legal obligations and policy and procedures
- Assist with the Incident Management planning for CSO and help develop insights and procedures into effectiveness and efficiency of the current Incident Management processes
- Champion new strategies to maintain consistency or improve the quality of the handling of incidents, escalation procedures and related disciplines
- Oversee security analysis, administration and remediation procedures, workflows and tasks
- Develop processes and communication strategies to ensure a timely and responsive approach to both customer reported and incidents identified internally
- Act as escalation manager when issues severely impact an environment, driving problems to resolution and managing the communications within the support team and with internal customers
- Actively monitor for possible escalating situations to prevent potential escalations
- The position will be responsible for the Managed Security Services and systems
- Root cause analysis, make and implement recommendations on

## Qualifications for cyber operations

- Applicant will need to be an organized, self-starter that is process oriented and able to adapt to a newly defined and fast paced, ever-changing environment
- Must currently possess or be able to obtain a TS/SCI with Poly security clearance
- Instructor Certification or ability to obtain
- Knowledge and experience with various IT governance and control frameworks (NIST, COBIT, ISO, ITIL)
- Bachelors Degree with at least 4 years of cyber training experience
- IAT Level III and IAM Level II Compliant Certifications required within 9 months of starting