



Example of Industrial Security Specialist Job Description

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Our company is growing rapidly and is looking for an industrial security specialist. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for industrial security specialist

- Maintains government security forms, such as Key Management Personnel (KMP) lists, Security Agreements (441's and 441-1's)
- Information Systems Security Officer (Primary or Alternate)
- Perform duties and responsibilities of the Alternate Contractor Special Security Officer (ACSSO)
- Provide security oversight for assigned cleared contractor facilities relative to establishment and maintenance of a security program in compliance with the National Industrial Security Program (NISP)
- Conduct Facility Clearance surveys for contractors entering the NISP
- Conduct recurring security vulnerability assessments, physical security inspections of contractor plants and facilities performing work for the government involving the storage and/or production of sensitive arms, ammunition and explosives
- Conducts security vulnerability assessments of cleared industrial facilities performing on classified contracts for the U.S
- Provides security oversight and assistance to assigned contractor facilities for information systems (IS) processing classified information
- Ability to interpret basic principles, concepts, and methodology of industrial security
- Conduct security surveys of assigned contractor facilities such as evaluation of organization structures, legal operating plans (corporate charters, bylaws, partnership agreements, limited-liability company agreements, joint-

registrations SEC filings, and annual reports) to determine eligibility for a facility security clearance

Qualifications for industrial security specialist

- Bachelor's Degree with 4-6+ years of applicable Security experience in a similar environment
- Knowledgeable of SCI Security requirements
- Excellent written, verbal, and presentation skills and be able to interface with all levels of management interacting with government customers
- Subject matter expertise and hands-on experience in security and/or intelligence discipline and experience implementing complex government security and/or intelligence programs and policies is preferable
- Must be highly organized and have excellent oral and written communication skills
- CPSO Certification – Preferred