



Example of IT Security Specialist Job Description

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Our growing company is looking for an IT security specialist. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for IT security specialist

- Act as the InfoSec SME for Infrastructure, Applications and Business initiatives
- Coordinate with IT and business partners to assess, implement, and monitor IT-related security risks
- Develop and implement security standards, procedures, and guidelines for multiple platforms and diverse environments
- Provide IT system security requirements analysis for the project system for the Government, Commercial, and Academic sponsors
- Develop security standards and best practices for the system and organization that are aligned with their requirements
- Ensure practices meet compliance with external and internal requirements
- Recommend security improvements to optimize security posture
- Assess emerging requirement and develop options and recommendations for senior level management
- Determine security violations and inefficiencies and develop action plans to address them
- Work with stakeholders within the organization to improve existing best practices, correct ineffective current practices, and address security gaps as needed

Qualifications for IT security specialist

- 3 years minimum of work experience in a security related field
- Experience in infrastructure development/operations
- Experience assisting with the development and maintenance of tools, procedures, and documentation
- Adept at operating independently, with initiative and integrity