



# Example of Security Lead Job Description

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

## Responsibilities for security lead

- You shall maintain full oversight of the end to end architecture in order to ensure that security controls are developed and assured in a manner which provides traceability to the operational and regulatory requirements
- Use of JPAS, e-FCL, and ISFD
- Coordination with customer security representatives to coordinate all security requirements
- Management of the facility clearance and other security requirements related to the facility and CAGE code
- Conduct security briefings, self-inspections and security awareness program briefings
- Maintain inventory logs for classified materials and equipment
- Conduct collateral and intelligence security briefings and debriefings
- Create / send collateral and program visit requests through JPAS
- Maintain SIMS database for the facility as needed
- Create and update Contract Security Classification Specifications (DD254s) for affiliated prime and subcontractors

## Qualifications for security lead

- Hold and maintain appropriate technical security and technology qualifications, such as OSCP, CEH
- Support development of Enterprise-level security requirements
- Support end-to-end security activities from system design through ATO and

- Lead tasks and supervise staff in developing draft computer security policies, standards, and guidelines
- Develop, recommend and implement security controls to meet information assurance requirements
- Perform security audits, evaluations, and risk assessments of complex operational data processing systems and facilities