



Example of Site Operations Job Description

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Our innovative and growing company is searching for experienced candidates for the position of site operations. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for site operations

- Prepare and present client Quality Business Reviews, in partnership with the PM
- Improve and facilitate process improvements to on-site function overall and site specific processes
- Maintain a clear line of communication with PM and Senior Client Services management as needed to insure successful service delivery
- Identify new decision-makers/client contacts to PM and assist in building relationship
- Providing Information Assurance (IA) oversight, support, coordination, policy interpretation and guidance for the agency Information Technology assets and users globally located around the world in five (5) primary regions with seven (7) subordinate key locations, several other sites under the purview of the agency's authorizing official
- Providing data for FISMA reporting in accordance with the Department of Defense (DoD) and the intelligence community (IC)
- Actively monitoring and coordinating with Defense Intelligence Agency (DIA) offices and other IC Agencies and elements involved in safeguarding data and systems, coordinating with cyber-defensive operations in the protection of their region
- Actively monitoring and responding to cybersecurity service requests (approximately 200/week) and system requirements for all Chief Information Officer (CIO) IT services and systems
- Providing Continuous Monitoring Program support, and identifying and

- Ensuring compliance oversight and reporting of more than 2,100 site-based controls for operational sites

Qualifications for site operations

- Excellent knowledge of and experience driving Process Improvement approaches (Lean Manufacturing, Six Sigma, Practical Process Improvement)
- Adhering to DoD/CYBERCOM on IT security operations in support of collateral operations
- Providing regional ISSM staff with RMF support throughout the operational lifecycle phase for over 360 systems/enclaves and 300 network connections
- Coordinating RMF security authorization packages with local customers and the Security Controls Assessor
- Conducting monthly reviews of 600 open-site system Plans of Actions and Milestones
- Coordinating open/closed responses with the system owners/Program Managers