FIBERTEK, INC.

13605 Dulles Technology Drive
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Career Opportunities

Information Systems/Assurance Security Specialist & Assistant Facility Security Officer (Part Time)

Fibertek is an internationally recognized leader in the development of state-of-the-art laser and electro- optic solutions for the military, NASA and Aerospace markets. We specialize in the design, development and manufacture of advanced laser transmitter systems and sophisticated electro-optical sensors. Our over 30 years of industry knowledge and technical expertise has led to a successful history of technology and product deployments ranging from under-sea to deep space applications and covering the optical spectrum from the UV to mid-infrared.

Fibertek has an immediate career opportunity available for a Information Systems/Assurance Security Specialist/AFSO at its R&D location in Herndon, Virginia. This position will be part-time, with the potential for future full-time employment.

Job Overview

- In conjunction with the Information Systems Security Manager (ISSM), Information Systems Security Officer (ISSO), Program Manager (PM) and Facility Security Officer (FSO), this position is responsible for the management of all Information Security/Assurance Program components of the corporate facility security program of a DoD cleared contractor facility. This will include identification of assets, risk assessment, development of a Risk Management Plan and regular audits of the plan. This will apply to all levels of data, from sensitive, proprietary, personally identifiable information (PII), Controlled Unclassified Information (CUI) and classified data.
- The Information Systems/Assurance Security Specialist/AFSO will work under the direction of the Information Systems Security Manager and assist the ISSM and ISSO with maintaining the authorization of information systems throughout their lifecycle by ensuring information systems undergo a thorough and ongoing risk based Assessment & Authorization (A&A) in accordance with agency defined security requirements using the NIST's Risk Management Framework (RMF) and Cybersecurity Framework consistent with all statutory and policy requirements to include, but not limited to, the NIST 800-171.
- Serve as a Subject Matter Expert for Controlled Unclassified Information (CUI) and Insider Threat. Must have a very solid understand and working knowledge of the requirements and policies for handling CUI in all its states.
- Assist the FSO, Director Contracts, and Subcontracts Manager with proper interpretation and application of contractual distribution statements internally, and flow down to subcontractors.
- Assist the FSO and Subcontracts Manager with review of contractual DD254's, and generation and proper distribution of requirements to subcontractors.
- Utilize a working knowledge of export regulations such as the Foreign Trade Regulations (FTR), Export Administration Regulations (EAR) and the International Traffic in Arms Regulations (ITAR) as they apply to security and government contracting and subcontracting to work with all concerned parties.
- Assist the Facility Security Officer (FSO) as needed with all facets of the facility security program of over 150 cleared personnel. This will include Counterintelligence, Cybersecurity, Industrial Security, Insider Threat, Operations Security (OPSEC), Personnel Security (PERSEC), Communications Security (COMSEC), Safeguarding and Physical Security, in addition to Information Security/Assurance as listed above.

General Duties

- Ensure compliance with the National Industrial Security Program (NISP), the National Security Agency (NSA) COMSEC program, EO 13556 and directives from NARA and ODNI, and other appropriate guidelines, as well as company security policies and procedures.

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- Interpret Department of Defense (DoD) and other federal regulations for information security processes as they apply and are implemented to government contractors and subcontractors.
- Demonstrate expert knowledge of the information security field that is necessary to provide effective guidance, training, and direction to employees at all levels of the organization as well as subcontractors.
- Develop processes, methods and recommendations to defeat intelligence gathering or risk exposure of information and ultimately prevent the compromise, loss, unauthorized access/disclosure, destruction, distortion or non-accessibility of information, regardless of physical form or characteristics, over the life cycle of the information, including actions to regulate access to sensitive information, controlled unclassified information and classified information produced by, entrusted to or under the control of the United States Government.
- Oversee, direct, monitor, and conduct regulatory and non-regulatory security surveys and Information Security Program Reviews (ISPRs) to monitor and enforce implementation and oversight of DoD Information, Personnel, and Industrial Security Programs.
- Evaluate compliance of activities with complex security requirements, identify deficiencies, and ensure corrective action is identified for each deficiency found.
- Maintain and continually enhance a dynamic security education program to include employee security in-briefings and debriefings, refresher briefings, specialized subject matter briefings and annual security awareness training of cleared and uncleared personnel.

Requirements

- ***Must possess an active TS clearance at time of application submission.***
- Bachelor's Degree, or equivalent experience comparable to accomplishments in Industrial Security will be considered) with 3+ years' experience working with the NISPOM and the Defense Security Service (DSS).
- Robust understanding of Industrial Security operations, Information Security and Information Assurance.
- Strong knowledge of the National Industrial Security Program (NISP),
- Must be up to date on all required Information Security/Assurance Courses as required by the Defense Security Service (DSS).
- Proficiency with government security programs/systems to include, but not limited to: JPAS, ISFD, SWFT, NCAISS.
- Ability to self-educate then train others on all systems scheduled to replace legacy systems, (for example DISS, NISS, etc.)
- Detailed understanding of government Cybersecurity and Insider Threat policies and requirements.
- Familiarity with Secure Area policies and procedures.
- Demonstrated ability to successfully handle multiple tasks and conflicting customer requirements.
- Excellent written and verbal communication skills.
- Must be able to routinely interact with Senior Management and solve complex problems.
- Strong proficiency with desktop computing platforms and applications (MS Word, PowerPoint, Excel etc.).
- Must be self-motivated and able to perform tasks with minimal supervision.

Highly Desired Skills

- Experience with management of classified IT systems, to include writing and updating system security plans IAW NISPOM Chapter 8 & RMF
- Experience with Export Control regulations, policies and procedures
- Defense Security Service security certification, level 1 or higher
- Completion of DSS CDSE FSO curriculum

Fibertek, Inc. reserves the right or revise or change this description. This description does not constitute a written or implied contract of employment.

To explore this opportunity further, please send your resume to jobs@fibertek.com.

Fibertek is an Equal Opportunity Employer (EOE), qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, disability, or veteran status.