ROLE PROFILE

SHARED SERVICES

Role Profile			
Job Title	Senior IT Security Specialist		
Section		**Department**	Cyber and Data Protection
Reports to	Head of Information Security		
Location	Building 2, Derriford Business Park, Plymouth		

Job Purpose	The Senior IT Security Specialist supports the delivery of security service across Delt and its customers. The role undertakes various duties, across a range of threat detection, vulnerability identification and response, risk management, incident/request management and control monitoring; ensuring that these activities meet agreed Service Levels.
Key Competencies and Output	Supports the day-to-day activities and acting as a Deputy for the Cyber Security Technical Lead.
	Provides ongoing knowledge transfer, mentoring and coaching to less experienced team members and clients on security products and standards.
	Responsible for general oversight of the ticket stack ensuring allocation of tickets within 1 day of receipt and monitoring completion with SLA.
	Accountable for threat monitoring, vulnerability assessment & response, and alert response; promoting the alignment of working practices to support data protection and information security requirements as required by Delt
	Involved with audit responses and coordinating audit activities, including providing information to support the completion of customer organisation's DSP Toolkit submissions, CE/CE+ assessments and other 3rd party reviews.
	Holds relationships with key parties both inside and outside of Delt, providing an advisory service, as well as developing policy and process; defining security practices and monitoring the success of these activities.
	Responsible for actioning (or overseeing with IT security specialists) deliverables stipulated in the service definitions of the security service.
	Responsible for highlighting and advising on risks affecting or arising from Delt or its customer organisations.
	Alignment of working practices to ensure continued compliance with Data Protection and Computer Security law, as well as customer compliance requirements.
	Supports the production of Compliance statements for relevant security standards to support customer compliance programmes (e.g. DSP Toolkit). Work with colleagues and customers to ensure compliant services are delivered.
	Supports the production of corporate business cases, providing estimates for internal/external delivery of secure IT solutions.
	Supports the production of security information for monthly Service Level Management reports; ensuring security controls are managed and maintained
	Involvement in (or overseeing with IT security specialists) annual scoping and procurement of penetration testing across IT environments.
	Assists in developing, implementing, and improving security services and practices as well as security support for project activities.

	Interfaces with threat monitoring partners and the upkeep of protective monitoring solutions across IT environments; monitoring compliance with security policies, standards, guidelines and procedures.
	Assists in monitoring risk mitigation and coordinates policy and controls to ensure that other managers are taking effective remediation steps.
	Assesses threats and vulnerabilities regarding information assets and recommends the appropriate information security controls and measures. Participates in security investigations and compliance reviews.
	Interfaces with third-party vendors to evaluate new products as part of a security assessment process.
	Provides security briefings to advise on critical issues that may affect the client.
	The accountabilities listed here are not an exhaustive list. The post holder will be required to work in any area of the business and deliver ad-hoc duties as and when directed.
Experience, Knowledge, Skills and Qualifications	The successful candidate will be able to demonstrate the following:
	Knowledge of Information Security standards (Cyber Essentials Plus, DSP Toolkit, ISO27000 series desirable).
	Knowledge of relevant legislation affecting data protection, information security and computer-based crime affecting the UK.
	A willingness to undertake appropriate and regular training as required. Commitment to personal and professional development.
	Demonstrable experience working in a professional IT environment.
	Experience in providing a customer focused IT service.
	Experience and understanding of ITIL security management gained from working within an ITIL environment.
	Proficient user in a range of Microsoft packages.
	At least 3 years' experience within an IT or IT Security role.
	One or more of • Degree level education in Information Security or sufficiently related subject • Subject specific qualification, such as CompTIA Sec+, BCS CISMP, or equivalent
	A full UK driving licence.
	Experience of providing an IT security service in a local government environment and/or an NHS environment would be desirable.
Corporate Standards	In accordance with Delt's organisational policies and guidance on information management and security, it is the personal responsibility of all employees to ensure data protection, client confidentiality and appropriate information governance.
	All employees must act at all times in accordance with appropriate legislation and regulations, codes of practice and Delt's policies and procedures.
	All employees must work with the requirements of our Health and Safety policy, ensuring safe systems of work and procedures.
	Undertake all duties with regard to the Delt equalities policy and relevant legislation.
	In a 'people first' environment, the post holder must both be aligned and aspire to Delt's values and expected standards of behaviour for them and their team(s).