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COMSEC ADMINISTRATOR

DirectViz Solutions, LLC, a high-level strategic consulting services firm that meets mission needs for commercial and government clients, is seeking COMSEC Administrator. This position will be located at the White Sands Missile Range in New Mexico.

Responsibilities:

- Support the order, receipt, custody, issue, safeguarding, accounting for, and destruction of COMSEC material
- Provide guidance and training on handling, safeguarding, and disposition of key material to COMSEC users
- Control distribution of classified and unclassified keying material and equipment
- Conduct inventories per agency policy and report any discrepancy to government customer
- Perform installation of secure telephone equipment (STE)
- Coordinate and deliver encryption device(s) and keying material to select Information Technology (IT) specialists maintaining classified networks
- Perform Field Tamper Recovery (FTR); upgrade cryptographic device firmware; and ensure the interoperability of firmware versions between enterprise encryptors
- Possess knowledge of the General Dynamics TACLANE line of In-Line Network Encryptors (INE), to include the KG-175A, KG-175D and KG-175G
- Install, deploy, use, and manage the General Dynamics GEM-X High Assurance Internet Protocol Encryptor (HAIPE) Manager
- Plan and execute the Out-Of-Band-Key Transfer (OOBKT) for remote rekey of enterprise encryptors on multiple networks using GEM-X HAIPE Manager.
- Read and interpret complex network drawings and documentation as they relate to cryptographic requirements
- Control access to restricted work areas
- Act as a liaison between Government and contractor personnel

QUALIFICATIONS:

Secret Clearance

- Associates degree in Information Technology or related field
- CompTIA Security+ certification
- Standardized COMSEC Custodian Course (SCCC) certification
- Local COMSEC Management Software (LCMS) Workstation Operator certification

Required Skills:

- Strong IT background, including experience with workstations
- Experience in Suite-A and Suite-B network environments, architecture, and key material requirements
- Ability to communicate orally and in writing
- Ability to understand detailed instructions
- Must have strong organizational skills
- Familiarity with COMSEC procedures, policies, accounts, and equipment