

**POSITION DESCRIPTION
FOR
FORENSIC TRAINING SPECIALIST**

SUPERVISOR: Director, Technical Integration Facility (TIF)

JOB DESCRIPTION: The incumbent will serve as a digital forensic and data recovery specialist in the Tampa, FL location. The incumbent will conduct in-depth forensic analysis of digital devices, digital device vulnerability assessments, testing tools, techniques and process improvements, and will manage and instruct day-to-day computer forensic operations.

ESSENTIAL FUNCTIONS:

1. In coordination with the TIF Program Director, manage assigned programs to comply with all training and contract specifications while performing/delivering all required services/products on time and within budget.
2. Serve as Principle Advisor to the Director, TIF on digital forensics, digital data protection, and digital data recovery.
3. Have the ability to perform computer, cell phone, and other digital data forensics at an instructor level.
4. Act as primary instructor for EnCase[®], Forensic Toolkit[®] (FTK[®]), or comparable forensic suites.
5. Prepare instructional materials on digital forensics and data extraction and write digital device vulnerability reports.
6. Develop and implement the customer's requirements and technical approach.
7. Coordinate with TIF Representative/Corporate Accounting Representative to develop a budget to control all direct costs associated with the program.
8. Coordinate with customer subject matter experts to ensure the technical accuracy of deliverable products.
9. Be thoroughly knowledgeable of and apply appropriate standards and specifications to ensure correct development of program deliverables.
10. Report project status to the Program Director on an as-required basis.
11. Comply with policies and procedures as set forth in the corporation's Handbook of Policy and Procedure.
12. Comply with the provisions of the corporation's Standard Practice Procedures manual and DoD 5220.22-M when handling classified information to include generating, marking, storing, handling and destroying classified material.
13. Work, cooperate and communicate, as directed by the Director, Technical Integration Facility, with supervisors, team leaders and coworkers satisfactorily. This includes the professional, mature acceptance of constructive criticism.

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(Continued)**

14. Travel as required.
15. Perform other duties as assigned.

QUALIFICATIONS FOR POSITION:

1. Must possess a Bachelor's degree in Computer Science/Computer Forensics or a related field.
2. Document and Media Exploitation (DOMEX), Cellular Exploitation (CELLEX), and Media Exploitation (MEDEX) experience preferred.
3. Must possess at least 2 years experience in a computer/digital forensics.
4. Must have experience with various computer forensic tools to include EnCase[®], FTK[®], Paraben[®], Imaging and extraction tools, Passware and/or comparable forensic suites.
5. Must have, or be willing and able to obtain, appropriate certifications such as EnCase[®] Computer Examiner (EnCE[®]) Level 1, 2 and 3, Certified Computer Examiner and Cyber Crime Level 1, 2 and 3. EnCE[®] certification preferred.
6. Must have experience with Windows, Linux, and MAC operating systems, network forensics, and malware analysis.
7. Certified Information Systems Security Professional (CISSP), Cisco Certified Network Associate (CCNA), Cisco Certified Network Professional (CCNP), Certified Information Systems Auditor (CISA) and Certified Ethical Hacker (CEH) certifications a plus.
8. Must be a team player that is very motivated and flexible with excellent communication skills, both oral and written, and the proven ability to work effectively with clients, management and staff.
9. Military experience or law enforcement experience a plus
10. Technical writing skills desired.
11. Must have or able to obtain a Top Secret security clearance.