



Facility Security Officer (FSO) (ISSM)

Summary:

Haigh-Farr is a premier antenna design, manufacturing and test house developing products used across all platforms in the aerospace industry including missions to Mars, the International Space Station and products fielded to the U.S. Military supporting the warfighter. In our over 50-year history we have enjoyed steady, planned growth. In 2020, Haigh-Farr plans to further grow our team and capabilities to meet increasing demand and to expand into new markets and antenna technologies.

Haigh-Farr is seeking a Facility Security Officer (FSO) / Information System Security Manager (ISSM) with considerable knowledge of DOD security policies and programs, as well as Company security and compliance requirements. The ideal candidate will have in-depth knowledge of the National Industrial Security program Operating Manual (NISPOM) as it relates to the Company's compliance with government industrial security requirements.

Responsibilities:

- Responsible for administration and/or implementation of security procedures to safeguard materials, documents, property, and physical assets relating to classified programs.
- As the ISSM, you will certify to senior management that the information systems (ISs) to be used for processing classified information includes an ISs security program that addresses the management, operational, and technical controls in accordance with provided guidelines.
- Oversee the development, implementation, and evaluation of the contractors ISs program, including insider threat awareness, for facility management, ISs personnel, users, and others, as appropriate. Manages the ISSO with oversight, personnel briefings, auditing, patch management, and inspection of all systems.
- Performs a variety of tasks ensuring the security and accountability of all government COMSEC (Communication Security) hardware assigned.
- Administers and provides recommendations to policy and procedures for the management of classified material.



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- Briefs senior management on the status of the Facility Security Program.
- Develops and administers security-related training. Ensures that all such materials are properly marked and secured in accordance with the NISPOM.
- Evaluates, determines and maintains accountability on destruction of DOD and internally generated classified material.
- Works to ensure the Personnel Security Clearance Program is in accordance with the provisions of the NISPOM.
- Maintains accountability databases and performs company badging and identification functions.
- Leads security audits, pre-inspections and Industrial security investigations in accordance with policy.
- Responsible for the physical security requirements and implementation of physical security policies.

Knowledge & Skills:

- Must have Active Secret Clearance on day 1 of employment.
- FSO and ISSM experience.
- Previous Management or Supervisory experience. Must be able to prioritize and multi-task.
- Proficient in standard computer applications, complete suite of MS software, JPAS, and non-standard government specific applications.

Qualifications:

- Bachelor's Degree and 6+ years of related work experience.
- Facility Security Officer Certification through CDSE.
- U.S. Citizenship Required
- Excellent communication and analytical skills required to exchange complex information.



Why should you join Haigh-Farr?

Haigh-Farr is a fast paced, growing company that recognizes employees with a promote-from-within philosophy. We believe in a friendly work environment where employee contributions are well received and a key component to our success. Our facility features state of the art technology and the latest manufacturing and testing capabilities. Please see more details about our benefits below.

- Health Insurance Plan with Health Reimbursement Feature, Dental Insurance and Vision Insurance
- Flexible Spending Accounts – Health and Dependent Care
- Company Paid Disability Insurance and Group Term Life Insurance
- Paid Vacation, Holidays, and Sick Time
- 401K with Company Match
- Competitive salary, commensurate with experience and capabilities
- Company Sponsored Social Events – pizza luncheons, golf outings, food truck BBQ luncheons, Holiday Parties
- Wellness Prevention – Annual In-House Flu Clinic, Gym Membership discount through Health Insurance Plan