



# SECURITY TECHNICIAN



## ABOUT THE ROLE

The Security Technician will take responsibility for keeping Redrow's security posture up to date, ensuring suitable operational and security procedures are in place, and implementing them in conjunction with the IT Support team and other departments. The post-holder will endeavour to keep up-to-date with best practise in the Cyber Security area.

Responsible to: Security Team Leader

## KEY RESPONSIBILITIES

### 1. GOVERNANCE, STATUTORY INITIATIVES AND STANDARDS

- Assist with ensuring the company maintains compliance with government, industry or other standards as required by Management, such as but not limited to Cyber Essentials PLUS

### 2. IMPLEMENT SECURITY POLICIES

- Working in cooperation with the rest of the IT Support department:
- Vulnerability Analysis and Monitoring: Identify vulnerable devices/software and coordinate with the team responsible to ensure any threats are mitigated in accordance with agreed timeframes.
- Firewalls, and other Security Devices: Document and test changes.
- PCs, Servers and other network devices: Ensure the configuration of existing and new software and equipment meets our security requirements.
- Secure Configuration: Ensure any systems on the network are properly configured, for example Microsoft Active Directory, Group Policy, Security Certificates, user authentication etc.
  - Network Auditing: to ensure the Security Policy is followed for example looking for weak passwords, unauthorised or vulnerable software.

- Logs: Ensure logs of security events are produced and retained. Review logs as appropriate and take action where necessary.
- Security breaches: take swift action to limit possible damage and eradicate threat.
- Take other action as required in relation to security.

### **3. PROJECT WORK**

- Assist with research and development, creating proposals and implementing projects, working with other IT staff and departments within Redrow.

### **4. MENTORING, COACHING AND USER AWARENESS TRAINING**

- Keep your own knowledge of Cyber Security issues current. Provide guidance and support to other IT staff in the area of Cyber Security. Assist with the development of Articles, Blogs and other documentation, that describe appropriate information to ensure users maintain an adequate level of security knowledge

### **5. CHANGE CONTROL**

- Apply Company-standard, auditable change control procedures as required.

### **6. CYBER SECURITY ASSURANCE**

- Assist with ensuring the cyber security assurance process is adhered to by all departments, engaging with the stakeholders as required.

### **7. AUDITING/PENETRATION TESTING**

- Support the work of internal and external auditors. Ensure agreed recommendations are implemented in a timely manner.

### **8. REPORTING**

- Assist with report creation for management on a weekly basis covering plans, progress, the current position, security breaches and other areas as required.
- Attend project and team meetings; liaise with IT Support, Development, management and end users, in respect of security requirements and changes.

### **9. GENERAL**

- Familiarise yourself with Group Health & Safety, Environmental and other policies and comply with these and other Redrow Policies

## **THE PERSON**

What kind of person are we looking for?

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- Critical Thinking
  - Complex Problem Solving Skills
  - Detail Orientated
  - Communication and Collaboration
  - Good Interpersonal Skills
  - Positive Attitude
  - Time Management
  - Flexibility
  - Team Player
  - Self Motivated
  - Professionalism

These are illustrative duties and the job holder will be expected to become involved in a range of work to enable the department to respond effectively to the requirements of the Company.