



HLM Associates (www.hlma.net) is currently seeking a National Industrial Security Program (NISP) **Security Manager**. This is an **immediate hire**, full-time position with benefits. Selected candidate will perform various Collateral security management duties to include, but not limited to FSO / ITPSO in support of multiple clients, primarily in northern Virginia. Fully qualified and selected candidate is eligible for a Hiring Bonus.

Minimum Required Qualifications:

- **MUST possess and maintain a U.S. SECRET Personnel Security Clearance.**
- **Must be able to upgrade to a Top Secret Personnel Security Clearance.**
- Minimum of 5 years of applicable Facility Security Officer (FSO) security experience working with the Defense Counterintelligence and Security Agency (DCSA)
- Extensive knowledge and experience utilizing DISS/ NISS
- Bachelor's degree (or applicable experience).
- Current FSO Certification for Possessing Facilities.
- Working knowledge of applicable federal laws, Presidential Directives, Executive Orders, 32 CFR Part 117, NISPOM Rule.
- Full competency with the use of MS Office.
- Effective interpersonal skills, to include working well with groups made up of different organizations and various grade levels; takes direction; and function independently.
- Excellent oral and written communication skills.
- Present a clean, neat, and professional appearance.
- Have no physical / medical limitations related to the work assigned.
- Hybrid of distant and in office support in and around the National Capitol Region
- Be reliable and deliver quality results with limited supervision.
- Be able to detect, assess and resolve security-related matters efficiently and timely

Additional Preferred Qualifications:

- NCMS **ISP®** Certification.
- Center for Development of Security Excellence (CDSE) Security Training, Education and Professionalization Portal (STEPP) courses prior to start, unless otherwise identified:
 - FSO Program Management for Possessing Facilities curriculum
 - Establishing an Insider Threat Program training
 - Insider Threat Awareness training
 - Personally Identifiable Information (PII) training
 - Cyber Awareness training
 - NISS External User training

Qualified individuals may submit their resume to kac@hlma.net reference Requisition No. 2022-0061.

HLM Associates, LLC is an Equal Employment Opportunity and Affirmative Action employer.