

Role Profile – The What, The Where, The How

POSITION	Cyber Security Engineer		
TEAM	IT	LOCATION	Coastline House, Redruth
VERSION	1	LAST UPDATED	18/04/2024

THE PURPOSE OF THIS ROLE IS TO

You will track and report daily cyber threats, hazards, risks, controls, mitigations, and measures to safeguard Coastline's systems and personnel.

You will proactively monitor all output from the various security systems to ensure minimal downtime, and the business will always be protected from cyber threats. You will ensure that all services, servers, and employee devices have installed adequate vulnerability patches.

Specific Accountabilities – The Brass Tacks

In the role, day to day, you'll be responsible for:

1. Actively monitoring and analysing security alerts from multiple sources;
2. Helping respond to cyber-related events and threats;
3. Providing analysis of vulnerabilities across Coastline's systems;
4. Assisting with the communication and management of our SOC provider;
5. Assisting the patching of critical systems and infrastructure across the entire company, including platforms maintained by third-party suppliers;
6. Investigating and researching attack methods to create defences against emerging threats;
7. Creating and maintaining security dashboards, reports and metrics;
8. Providing recommendations to network engineers for security control improvements;
9. Supporting the delivery of all aspects of Cyber Security within Coastline;
10. Providing day-to-day support and maintenance of IT Network, servers and infrastructure;
11. Researching new developments and trends in the market.

Person Specification – The Who

PERSONAL SKILLS AND QUALITIES

At Coastline we are more concerned with how you work and what you bring to the role over formal qualifications or criteria. Specifically, what we're looking for is someone who:

- Demonstrates behaviours in accordance with Coastline's values:
 - Put our customers first
 - Be open, honest and accountable
 - Value each other
 - Strive to be the best

While your attitude and how you work are important, some roles do require mandatory qualifications or experience. For this role you will need:

- Relevant Cyber Security qualifications and experience;
- Knowledge of Microsoft products including M365, Active Directory, Intune;
- A full driving licence or an ability to travel quickly between sites;
- Undertaking of a satisfactory DBS check due to the vulnerable customers and environments you will be working in.

General Obligations - For All Of Us

1. Represent the company positively with all external agencies.
2. Service and support the company as requested.
3. Establish, develop and maintain effective working relationships with all work colleagues.
4. Ensure compliance with the company's health and safety policies and procedures.
5. Continually promote equal opportunities and customer care in full compliance with the company's policy and standards.

REPORTING

- Reports to the IT Operations Manager.

CONTACTS

Internal

- The post holder will work as part of the ICT Team
- They will be in regular contact with staff at all levels across the organisation
- There will be some contact with Board members and Exec team

External

- Customers, customers' representatives, housing associations, local authorities, Housing Corporation, other Government bodies, auditors, consultants, contractors, etc. They will be required to investigate and develop working links with potential suppliers.
- Some work with third parties and customers may be required.

