**ROLE PROFILE**

**Post Title:** Graduate ICT Specialist, Cyber Security

**Directorate:** Digital & Data

**Reports to:** Infrastructure Manager

**Direct Reports: None**

**Role Summary**

WMCA is committed to building a healthier, happier, better connected and more prosperous West Midlands. This is our vision. Our Values are central to how we work and interact with our wider partners and stakeholders. We encourage our colleagues to

Be **Collaborative**, Be **Innovative**, Be **Driven** and Be **Inclusive**.

With a focus on cyber security, the role will support the Digital & Data environment with the delivery of projects and provide day to day support requests and incidents, covering a range of technologies, security disciplines and security operations centre (SOC) tasks.

**What will you be doing?**

* Assisting the infrastructure team in day to day incident and request demand, taking ownership to completion.
* Supporting the development, implementation and documentation of new security systems.
* Analysing security threats and incidents and learning how to respond effectively.
* Working closely with the lead cyber security specialist to expand your knowledge and support in day to day SOC activities.
* Working closely with the Infrastructure team leader to document and form new working procedures.
* Working collaboratively across the Digital & Data teams as well as other teams within the organization and third parties.

**Other:**

* Think and act cross-functionally, beyond Digital & Data professional areas, understanding the wider picture and the implications of short-term decisions for achievement of team goals
* Act as a role model and champion of the WMCA values and fully engage with the strategic objectives of the organisation
* Treat with confidentiality and understand Data Protection and GDPR regulations on any personal, private or sensitive information received or provided

**Essential Skills/Knowledge/Experience:**

* Graduate with a degree in Information Security, Cyber Security or a related qualification that wants to develop their career within the Data and Digital sector
* Be an excellent communicator and motivated to work on own initiative
* Can prioritise, be proactive and manage own workload
* Have excellent troubleshooting and problem resolution skills
* Maintain an awareness of vulnerability management and Risk Assessments
* Understand up-to-date security threats and common exploits
* Have awareness of cloud services (Azure, O365, AWS)
* Knowledge of Trend Micro security systems would be advantageous

**Health and Safety**

All employees have a duty to take reasonable care for the health and safety of themselves and of other persons who may be affected by their acts or omissions at work; and co-operate with their employer so far as is necessary to enable it to successfully discharge its own responsibilities in relation to health and safety.