### GLOBAL SECURITY ANALYST

### The Role

The role of the Global Security Analyst involves working with the Senior Security Advisor (SSA), and one of Spearfish’s major development-sector clients, to manage the daily security of employees in the field and project locations across the world.

The Global Security Analyst is primarily responsible for monitoring security information feeds, disseminating timely intelligence to travellers, and providing actionable security advice. Formulating project security budgets, writing and editing Security Risk Assessments (SRAs) and coordinating in-country security support are also major components of the role.  The Global Security Analyst also provides support and capacity building to other Spearfish staff and consultants delivering work to other clients.

### Duties of the GSA

* Actively monitoring open-source information feeds for risks to global travellers and offices
* Running the Overwatch Desk (associated countries of responsibility) including local agent support.
* Running a subscription service platform.
* Disseminating timely intelligence and actionable security advice.
* Writing security budgets for international project proposals.
* Assisting the SSA in the roll-out and client compliance with new security management systems.
* Monitoring and amending country risk levels.
* Writing and editing of security reports.
* Conducting pre-travel security briefs and weekly security updates.
* Liaison between client security management and external information providers.
* Capacity building through client training days.
* Deputize for the SSA during periods of absence.
* Developing & maintaining intelligence databases with security support information for projects individuals working in high-risk environments, such as geographical information.
* Incident mapping (Live & Historical).
* Client global travel tracking (through existing GPS software).
* Providing support to the Spearfish Crisis Management Team in the event of it being activated.
* Occasional travel to overseas projects to provide detailed security assessments and security advice to clients.

### Core competencies

* Previous experience or relevant degree in risk management, international studies or similar.
* A demonstrable interest in international affairs, and/or security and risk management.
* Excellent communications skills, both oral and written.
* Confident in the use of PowerPoint and Excel.
* Confident and articulate delivery style.
* Have a genuine interest in future technologies and systems for security management
* Excellent research, organisational and coordination skills, with good time management, and the ability to work both independently and within a team.
* Experience or understanding in monitoring project budgets and expenditure.
* Academic credentials to a minimum of Batchelor's degree level. However, suitable experience will also count in lieu of a degree.
* Ability to build effective relationships with internal and external stakeholders to achieve common goals.
* Ability to assist in the development of our new digital platform and maintain our existing online platforms and processes.

### Qualities

You will want to join a rapidly growing, dynamic and agile business where there is room for growth and personal development.

You must have excellent client facing skills, with strong time management and an ability to work to deadlines.

You will be flexible, able to work remotely and be self-motivated. A sense of humour is also important.

### Training Provided

You will receive training and mentorship by the SSA in the skills required of a deployable security consultant. This training will include:

Conduct of a security review including location and building security, travel and accommodation security considerations

Report and review writing

Identification and mitigation of risks

Development of Hibernation, Relocation and Evacuation plans

Development of Medical Evacuation plans

Journey Management planning

Client supplier and due diligence reviews including transport

### Pay and work patterns

The role would be full-time, with 5 days a week spent at the Spearfish Headquarters in Winchester (notwithstanding current and possible future CV19 restrictions). Occasional travel to client offices in Oxford and globally should be expected.  The candidate will report directly to the SSA, but also have reporting responsibility to the client’s administrative staff whilst also working closely with the rest of the Spearfish team.

Salaried position (12-month contract):

Salary + bonus package

* Ranging from £25,000 and £27,500 dependent on experience.
* Annual bonus payable at the end of the 12 months.
* 21 days holiday per annum, excluding public holidays.
* Staff pension scheme included.
* Personal accident insurance to £250,000 for death and injury cover when travelling on business.

### Application Procedure

All applicants are requested to submit their CV with a covering letter by email to Spearfish. The successful candidate should be available from the beginning of March 2021 but may need to have a degree of flexibility, upon successful completion of the interview process. Face to face interviews will take place in Winchester during December (CV19 restrictions dependent).

[Spearfish](https://www.spear-fish.com/home)

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