

Job Description

Analyst/Consultant



PARTNER FORCES

POSITION TITLE: Analyst/Consultant

STATUS: Full Time

LOCATION: Washington, DC

Partner Forces, LLC., is seeking an Analyst/Consultant to support a Department of Homeland Security client. The candidate will provide strategic consulting services to enhance the nation's cybersecurity posture. Work under this contract will include organizational analysis, capacity building support, service delivery model analysis, and strategic roadmap development.

CORE REQUIREMENTS & ESSENTIAL DUTIES

- Conduct research, analyze findings and write reports, utilizing technical writing expertise to synthesize complex topics such as cybersecurity services and stakeholder outreach within the Federal government.
- Develop deliverables such as capability and organizational gap assessments, service delivery model assessments, strategic roadmaps, and recommendations for revisions to legal authorities to help the organization implement its mission, goals, and objectives.
- Have existing knowledge of the evolving threat and information sharing environment as it relates to the Department of Homeland Security's priorities, specifically cybersecurity.
- Coordinate projects and de-conflict priorities to ensure client goals are met and the project requirements are accomplished.
- Assist the client in accomplishing daily requirements to ensure efficient task completion.

MINIMUM QUALIFICATIONS

- Ability to obtain and maintain DHS HQ suitability required; current preferred
- BA/BS
- 6-8 years of relevant professional experience
- Exceptional verbal and written communication skills
- Ability to be a self-starter, anticipate client needs, think creatively and enjoy solving complex organizational and structural problems for the client
- Ability to multi-task and excel in a team environment
- Proficiency in Microsoft Office Suite applications, especially Word, Excel, PowerPoint, and Outlook

THE COMPANY

Partner Forces, LLC., is a WOSB focused on helping homeland security partners with their most pressing and complex challenges and opportunities. The company provides management consulting services for the homeland security and national security enterprise. We offer clients holistic and integrated solutions to their current and emerging homeland security requirements related to program development and analysis, stakeholder engagement and outreach, strategic planning, technology implementation, security and preparedness assessment, and business process design and improvement. To apply, submit a complete resume and cover letter that includes salary requirements to recruiting@partnerforces.com.