



In partnership with

**HAYS** Executive

# **Nuclear Decommissioning Authority** Group Security Operations Centre Systems Manager

# Contents

Welcome	1
The NDA	2
Job Profile	4
Person Profile	7
Terms & Conditions	8
Application and appointment	9

# Welcome

---



The Nuclear Decommissioning Authority (NDA) is a non-departmental public body created through the Energy Act 2004 to ensure the safe and efficient clean-up of the UK's nuclear legacy. The mission of the NDA group is clear; 'To clean up the UK's earliest nuclear sites safely, securely and cost-effectively with care for people and the environment.'

We are part way through a period of considerable change and the way in which we organise ourselves is evolving. We are transforming how we manage some of our businesses to find more effective and efficient ways of providing nuclear clean-up and decommissioning on behalf of the taxpayer. This has led to the creation of One NDA, which at its core is a group of businesses unified by our mission, working together more effectively and efficiently. There are around 16,000

people who help to deliver the NDA mission and they make up one of the most advanced nuclear workforces in the world.

One NDA plans to capitalise on this wealth of experience and talent, harnessing the opportunities that come from the scale and breadth of our group.

The Security and Corporate Services function within the NDA provides the necessary functional support activities within the NDA Group, which ensures that the domains of Information Communication Technology, Information Governance, Information Security, Security & Resilience and Corporate Services, operate securely, creatively, transparently and effectively in the delivery of the NDA mission.

At this exciting and challenging time, the NDA is seeking to appoint an

Information Security Manager who will provide risk management and assurance for the network and systems in the NDA and its supply chain.

You must be a proven information security professional with experience of management and record keeping for UK government-issued cryptographic material in the role of Cryptographic Custodian for NDA Group. You will have the ability to proactively build relationships with a range of senior stakeholders across the NDA.

I hope you will join us in playing a part in shaping the future of NDA and contributing to our mission of delivering safe, sustainable and publicly acceptable solutions to the challenge of nuclear clean-up and waste management. Regards

Matt Shreve  
NDA Group CISO  
March 2022

# The NDA

---

## Background

---

### OUR ROLE

Dealing with the past, protecting the future.

### OUR VISION

Our vision is for the mission to be delivered safely, securely, effectively, transparently and creatively; for the NDA to be a great place to work; and for us to be leading the nuclear sector and doing more across the world.

### OUR ORGANISATION

The Nuclear Decommissioning Authority (NDA) is a non-departmental public body established under the Energy Act 2004. Under the Energy Act 2004, the NDA owns 17 nuclear sites across England, Wales and Scotland (some dating back to the 1940s) plus the associated liabilities and assets.

The NDA is responsible for the operation, decommissioning and clean-up of nuclear reactor and research sites in the UK. The programme of work to deliver this is projected to take over 100 years and cost Her Majesty's Government (HMG) over £100 billion.

The NDA reports to the Department for Business, Energy and Industrial Strategy (BEIS), although for some aspects of work in Scotland it is responsible to Scottish ministers.

### LEAD, GOVERN, SHARE, ENGAGE

Our role is to lead, govern, share and engage our businesses who we entrust in delivering our strategy.

- We lead by defining the UK's approach and setting expectations for the businesses
- We govern by holding the businesses to account and ensuring value for money and probity
- We share by identifying opportunities to leverage our scale across the Group and clean-up the legacy more efficiently and effectively
- We engage on behalf of the NDA nuclear family to secure funding from Government and ensure stakeholder support

Our values are the standards we set for ourselves and the culture of the organisation is the way those values are reflected in our behaviours and actions.

### SOME FACTS AND FIGURES

- NDA spends £3.2billion a year on the operations, decommissioning of nuclear power stations in UK. The NDA owns 17 nuclear sites across the UK.
- The decommissioning programme is expected to take over 100 years and cost over £100billion.
- NDA delivers decommissioning through the rest of the NDA group which comprises subsidiaries and Site Licence Companies. SLCs hold the licences to operate the individual sites.





# Job Profile

---

## SECURITY AND CORPORATE SERVICES

### OUR PURPOSE

Security and Corporate Services (S&CS) within the NDA provides the necessary functional support activities within the NDA Group, which ensures that the domains of Information Communication Technology (ICT), Information Governance (IG), Information Security (IS/Cyber Security), Security & Resilience (S&R) and Corporate Services, operate securely, creatively, transparently and effectively in the delivery of the NDA mission.

### S & CS ACCOUNTABILITIES

The S&CS Functional effort is to enable mission progress. To help the five disciplines work together on this common goal, this strategy has identified four foci of interest for the business. These foci define how the disciplines will Lead, Govern, Share, Engage and map to priorities in each of the five disciplines. It is fundamentally important that the needs of the business are driven by agile functions delivering their part of the decommissioning mission. How S&CS engage and guide to facilitate that activity is a key success factor for the NDA group.



---

## THE ROLE

Reporting to the NDA's Chief Information Security Officer (CISO), the Information Security Manager provides risk management and assurance for the network and systems in the NDA and its supply chain. This role will focus on all aspects of Information Risk Management and Information Assurance, from both an operational and technical perspective.

## KEY ACCOUNTABILITIES

- Provide leadership and guidance concerning technology solutions and infrastructure to enable first-in-class service delivery whilst defining and designing the GSOC services. In line with goals and stakeholders' requirements across the NDA and its Operating companies.
- Recommend / support implementation of the adoption of standard framework for GSOC management and service delivery.
- Manage personnel engaged in providing Cyber Security Engineering capability within GSOC.
- Define key performance indicators at different levels (operational, technical, executive, etc.) within Group Cyber Security Operations.
- Provides advice and guidance across the NDA and its Operating Companies within Security Architecture for Cyber Security Operations Centres.
- Define new procedures and supporting documentation across multiple environments / capabilities within Group Cyber Security Architecture.
- Define processes and operating procedures for the GSOC management system.
- Leads and manages continuous improvement within Cyber Security Architectural Operational activities across the NDA and its Operating companies.
- Prepare and review procedures and processes supporting GSOC delivery (major change management).
- Leading and driving change across the Group Cyber Security Operations capability within the NDA and Operating Companies.
- Create / design GSOC capability inclusive of drafting / reviewing Detailed Design, High Level Design and Low-Level Designs documentation.
- Security architecture oversight for all GSOC Operational Technologies inclusive of on premise and Cloud technologies throughout NDA and the Operating Companies.





# Person profile

---

## THE SUCCESSFUL CANDIDATE WILL BE ABLE TO DEMONSTRATE

- The application of security software engineering techniques in the whole systems development lifecycle resulting in software that is secure by default.
- All aspects of identity management and authentication technologies, and architectures and tools to support authorisation and accountability in both isolated and distributed systems.
- Security Operating systems protection mechanisms, implementing secure abstraction of hardware, and sharing of resources, including isolation in multi-user systems, secure virtualisation, and security in database systems.
- Security challenges in cyber-physical systems, such as the Internet of Things and Industrial Control Systems, attacker models, safe-secure designs, and security of large-scale infrastructures.
- Core primitives of cryptography as presently practised and emerging algorithms, techniques for analysis of these, and the protocols that use them
- Techniques for protecting personal information, including communications, applications, and inferences from databases and data processing. It also includes other systems supporting online rights touching on censorship and circumvention, covertness, electronic elections, and privacy in payment and identity systems.
- National statutory and regulatory requirements, compliance obligations, and security ethics, including data protection and developing doctrines on cyber warfare.
- Security management systems and organisational security controls, including standards, best practices, and approaches to risk assessment and mitigation.
- Security aspects of networking and telecommunication protocols, including the security of routing, network security elements, and specific cryptographic protocols used for network security.
- Security in the design, implementation and deployment of general-purpose and specialist hardware, including trusted computing technologies and sources of randomness.

## KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED

- Interpreting requirements of a wide variety of types
- Judging the relative importance of requirements
- Analysing complex problems
- A logical and methodical approach
- Interpreting and applying formal standards
- Written, spoken and drawn descriptions of complex designs
- Confidence in defending ideas against challenges
- Evaluating the probable social, commercial, cultural, ethical and environmental consequences of an action
- Creating an integrated view of business requirements, enterprise security plans, cyber security standards and regulatory constraints
- Understanding and applying vulnerability analyses to design decisions
- Thinking like an adversary
- Experience with PKI (Public Key Infrastructure)
- Producing system architecture specifications and designs
- Designing secure systems to run on cloud platforms
- Applying the Zero Trust principle
- Using the result of a risk assessment to design a management measure for the risk
- Complying with data protection and other regulations

Educated to degree-level (or equivalent) preferably in Information Security or a Technology discipline. Certificates in CISSP, CISM, CISA, TOGAF, SABSA, ISO 27001 all desirable as are GCIA and SANS qualifications and registration with a recognised professional body such as IISP or BCS.

# Terms & conditions

---

## **SALARY**

We offer a competitive salary, commensurate with experience.

## **BONUS**

This role comes with a performance related bonus potential of 30%, depending on individual and corporate performance.

## **CIVIL SERVICE PENSION**

You will be eligible for the Alpha, Career Average pension scheme. The NDA contribute circa 27%.

## **HOLIDAYS**

The holiday year is January to December and annual leave entitlement is 30 days plus 8 days Bank Holiday. In addition, we have a facility where employees can buy or sell up to five days annual leave per year.

## **LOCATION**

Cumbria

The NDA is happy to talk flexible working.

# Application and appointment

NDA is very keen to discuss this opportunity with individuals who have demonstrated strong personal experience in delivering group information security services with exposure to the management and record keeping for UK government-issued cryptographic material in the role of Cryptographic Custodian for NDA Group.

As this is a high-profile role you will possess highly developed communication, influencing and negotiating skills, both written and oral, with an ability to build strong relationships and influence senior stakeholders. You will be a key resource in terms of cyber and information security, providing services and advice to different areas of the NDA business. To discuss this role in confidence, please contact Laurence Wolahan M 07985 443 826 Hays Executive. To apply, please forward your resume and covering letter, stating why you are the ideal candidate for the position of Group Cyber Operations Security Manager at the NDA to [laurence.wolahan@hays.com](mailto:laurence.wolahan@hays.com).

NDA values the unique differences that each of our colleagues bring to work every day and is committed to creating an environment where everyone feels respected, included and able to perform at their best.

To apply, please upload your resume and covering letter, stating why you are the ideal candidate for the position of Information Security Manager at the NDA through <https://webmicrosites.hays.co.uk/web/onenda>

Please also include details of current remuneration package.

Closing date for applications:	<b>24th April 2022</b>
Preliminary interviews:	<b>Week commencing 2nd May 2022</b>
NDA interviews:	<b>Week 9th May 2022</b>

*Please note: The above dates may be subject to change*

## EQUAL OPPORTUNITIES

The Nuclear Decommissioning Authority is committed to encouraging equality, diversity and inclusion in our workplace. If you are a suitably qualified applicant we'll welcome your application whatever your gender, race, disability, religion, belief, sexual orientation, marital status or age.

Any candidate with a disability will not be excluded unless it is clear that the candidate is unable to perform a duty that is intrinsic to the role, having taken into account reasonable adjustments. Reasonable adjustments to the recruitment process will be made to ensure that no applicant is disadvantaged because of his/her disability.



