

JOB DESCRIPTION – SECURITY ANALYST (OPS)

About HackIT

HackIT Technology and Advisory Services is an IT / Cyber Security company, operating since 2009. HackIT is empanelled by CERT-In (www.cert-in.org.in) for providing information Security Auditing Service(s). HackIT provides a broad range of security consulting and advisory services to a diverse group of clients, including government organizations, corporations, Military establishments, financial institutions and start-ups, to name a few. Our work spans multiple sectors and industries, including Telecommunications, Defence and Military, ITeS, Financial Services, Aviation, Hospitality, Healthcare and Research. We work end-to-end—from diagnosis to delivery of lasting impact — together generating tangible results that improve organisations' security posture worldwide.

We are looking for passionate Information Security Professionals to help us keep growing. If you're excited to be part of a winning team, HackIT Technology & Advisory Services is a perfect place to get ahead.

Job Title	<ul style="list-style-type: none">• Security Analyst (Ops)
Location	<ul style="list-style-type: none">• New Delhi
Job Responsibilities	<ul style="list-style-type: none">• To work with national / international clients for our services.• Providing chat and call support to our customers for resolving queries.• Excellent knowledge of Facebook, Twitter, LinkedIn, Pinterest, Instagram, Google+ and other social media best practices.• To ensure a smooth and adequate flow of information with clients and customers.• Creating profiles, maintaining and handling the various social media pages to promote our product effectively.• Communicate with followers, respond to queries in a timely manner and monitor customer reviews.• Stay up-to-date with current technologies and trends in social media, design tools and applications.• Generate, edit, publish and share engaging content daily.• Data Entry• Competence in writing reports and making presentations.• Content Management• Assist in creating and maintaining documentation of workflows, tool use, and quality control• Team player
Non-Technical Skillsets	<ul style="list-style-type: none">• Excellent and effective report writing and verbal communication skills.

- Deliver results within stipulated timelines.
- Team Player.

Education and Certifications

- Bachelor's degree

Experience

- 1 – 2 years' experience in Customer service / social media marketing

InfoSec Community Activities and Opportunities

- Promote security researches that are aligned with the current industry requirements and incepted at HackIT
- Provide assistance and support for presenting research papers at security conferences across the globe
- HackIT provides the opportunity to contribute back to the information security community

Send your updated profiles to careers@hackit.co