JOB PACK

Cyber Security Specialist



Creating homes.
Building lives.

Jigsaw

ABOUT US

We are one of the largest housing groups in England with more than 37,500 homes across the North West and East Midlands. Jigsaw Homes Group creates new and exciting opportunities for tenants and customers.

We provide quality, low-cost housing and play a wider role in making sure our residents thrive in their homes and benefit from living in healthy, sustainable communities.

We are well placed to respond to challenges including welfare reform, poverty and social exclusion and are committed to tackling the housing crisis and homelessness by building more affordable homes for people to rent and buy.

As a sector leader, we will also innovate and inspire, driving technology and efficiency through new products and services. We strive to be a top housing provider and an employer of choice. We look forward to working with you.

JOB DETAILS

Holidays:	24 days leave per annum rising incrementally to a maximum of 29 days, plus bank holidays, plus 3 days for Christmas closure (based on a 5-day working week).
Pension:	The Group belongs to the Social Housing Pension Scheme to which the successful candidate would be entitled to join. This is an Employer and Employee contribution scheme with an 11% combined contribution with the option to increase.
Jigsaw Benefits:	In return Jigsaw Homes Group offer company sick pay, on-site gyms, access to our cash back health plan membership, access to Perkbox, our benefits platform giving you access to hundreds of retail discounts, cashback offers and rewards, enhanced maternity/paternity leave, training/development opportunities plus much more. See the benefits page on our website for more details.

Probation period and references:	Please note that any offer made by the Group and subsequent employment is subject to a four-month probationary period and to the Group receiving two satisfactory references, one of whom should be your current or most recent employer.
Mandatory Training:	You will be required to complete mandatory training for your role. This training may take place at any one of our main offices in Ashton-Under-Lyne, Leigh, Miles Platting or Nottingham.
Eligibility to work in the UK:	Successful applicants for posts within the Group are responsible for producing proof of entitlement to work in the UK before employment can commence.
Disclosure barring checks & Medical Clearance:	In addition, any offer is also subject to receipt of a Basic Disclosure from the Disclosure Barring Service confirming suitability & medical clearance from our Occupational Health Provider before appointment. Visit **www.jigsawhomes.org.uk/dbs** to view the Group's DBS policy statement. Further information about the disclosure can also be found at **www.homeoffice.gov.uk/dbs**
Diversity:	Jigsaw believes diversity means acceptance and respect for everyone because we appreciate the significant value that individuality can bring. All employment decisions are therefore based on business needs, job requirements and individual qualifications to help create a safe and positive environment for all.

JOB DESCRIPTION

OVERVIEW

All of Jigsaw's essential services rely on quality information, systems and technology supported by the IT department. Working to new IT and Cyber Security Strategies, the team is focused on delivering secure, reliable and innovative technology services that enable colleagues to work effectively, improve digital services for customers and protect the organisation against an evolving cyber threat landscape.

The IT team is driving improvements across cloud technologies, automation, cyber security and digital transformation whilst continuing to modernise ways of working and strengthen cyber resilience.

This is an exciting opportunity to play a key role in the continued development of Jigsaw's cyber security capability and contribute directly to protecting critical business services, customer data and organisational resilience.

Role Summary

The Cyber Security Specialist plays a key role in delivering Jigsaw's Secure by Design strategy, ensuring security is embedded into technology decisions, projects and operational services from the outset whilst delivering the remediation and implementation activities required to continually improve the organisation's cyber security posture.

Working alongside Cyber Security Analysts, Infrastructure Teams, Business Systems Teams and third-party security providers, the role holder will deliver the remediation of security vulnerabilities, implement technical security controls and drive improvements identified through threat monitoring, governance reviews, audits, vulnerability assessments and security incidents.

The Cyber Security Specialist acts as the operational bridge between security monitoring and security engineering, ensuring risks identified through Microsoft Defender, Microsoft Sentinel, penetration testing, audits and security assessments are translated into tangible security improvements and measurable risk reduction.

A strong working knowledge of Microsoft Defender technologies, Microsoft 365 Security, Microsoft Intune, Microsoft Entra ID and Azure security capabilities is essential.

This role provides an excellent opportunity for an ambitious cyber professional to develop their technical expertise whilst helping to raise the organisation's overall cyber security maturity.

Responsible To - Cyber Security Manager

MAIN TASKS OR ACTIVITIES

1. Support and promote Secure by Design principles across projects, technology change and operational services.

2. Work with infrastructure, network, business systems and workplace technology teams to implement and improve security controls.

3. Deliver remediation activities arising from vulnerabilities, audits, security incidents and security assessments.

4. Implement security improvements across Microsoft 365, Azure, endpoint and identity platforms.

5. Support vulnerability management activities, including prioritisation, remediation tracking and reporting.

6. Administer and maintain Microsoft Defender security technologies, including Defender XDR, Defender for Endpoint and Defender for Office 365.

7. Support the ongoing development and optimisation of Microsoft Sentinel and associated security monitoring capabilities.

8. Implement and maintain security policies, security baselines and attack surface reduction controls.

9. Support the implementation and management of Microsoft Intune security controls and device compliance policies.

10. Implement and maintain Microsoft Entra ID security controls, including Conditional Access and privileged access management.

11. Support the investigation and remediation of cyber security incidents alongside the Security Operations Centre (SOC) and internal IT teams.

12. Perform root cause analysis of security issues and implement long-term corrective actions.

13. Conduct system and service hardening activities to reduce organisational cyber risk.

14. Support security reviews of new and existing systems, applications and third-party services.

15. Monitor emerging cyber threats and vulnerabilities and recommend appropriate mitigations.

16. Develop and maintain security documentation, standards and operational procedures.

17. Promote security awareness and cyber security best practice across technology teams.

18. Keep up to date with emerging technologies, threats, industry best practice and contribute to continuous improvement.

19. Follow all Group policies and procedures in accordance with the role and attend Mandatory training when requested to ensure compliance with Group policies and procedures.

20. Ensure you work in accordance with the Equality Act 2010 and the Equality & Diversity Policy at all times.

21. Carry out any duty which may be, from time to time, requested by the Chief Executive, Deputy Chief Executive or Group Directors commensurate with the position

Candidate Requirements

Candidate Requirements:	• Experience working in a cyber security, infrastructure or technical support role. • Experience using Microsoft Defender security technologies to investigate threats, remediate vulnerabilities and reduce cyber risk. • Experience implementing security controls and delivering remediation activities across endpoint, identity and cloud environments. • Experience working in Microsoft 365 and Azure environments. • Ability to investigate security issues and implement effective technical remediation. • Experience supporting vulnerability management and security improvement activities. • Ability to work with internal teams and third-party suppliers to deliver security improvements. • Understanding of Secure by Design principles and security best practice. • Familiarity with security frameworks such as Cyber Essentials Plus, ISO 27001, NIST or NCSC CAF. • Relevant Microsoft or cyber security qualifications, or equivalent practical experience.

JIGSAW VALUES

As a sector leader, Jigsaw will innovate and inspire, driving technology and efficiency through new products and services.

It strives to be a top housing provider and an employer of choice and this is where we need innovative, forward thinking, diverse and vibrant individuals to join us and help us succeed even further.

Our company values reflect the individuals we want to lead us into the brightest future possible for Jigsaw Homes Group.



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