

Document type: Example

(Removable front sheet)

Example job advertisement

(V1.1) June 2004

Keywords

[WARP]

Important notice

This document contains the text of a job advertisement for a Technical Analyst for the pilot WARP. It should be a useful example on which to base any advertisement for personnel needed to staff a WARP.

It is recommended that this example document be edited to produce one which best meets the emerging WARP's specific needs and to which their particular community naming/branding may be applied. This front sheet should therefore be removed and should not form any part of the final document. The document, or parts of it, can be cut and pasted into other documents as required

The format of this document is consistent with the WARP Toolbox series of MS Word document templates, which are available as downloads from the WARP Toolbox site.

Version control

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<insert WARP name> Warning Advice and Reporting Point

Technical Analyst £25,000 inc.
Initial one year secondment or fixed term contract

The <insert WARP name> WARP pilot has been set up and has been operational for almost six months. To take the project forward and support the existing team, we are seeking to appoint a technical analyst. You'll be joining a small team within <insert WARP name>, working with colleagues in <insert description of your community> across the country.

- Do you have an interest in information security and electronic threats?
- Are you a self-starter, able to work alone occasionally under pressure to research, analyse and report findings around a range of topics?
- Do you have a background in IT, enjoy developing software, designing web pages and getting involved in leading edge problems?
- Fancy a challenge?

We are waiting to hear from you. This will be an interesting role to suit an IT professional looking for an information security development opportunity or someone wanting to move into IT, working on a critical area of <xxxxxxx>.

The post is available either as a secondment or as a fixed term contract, in both cases for an initial 1 year period, with the possibility of a second year subject to satisfactory progress and funding.

For a confidential discussion call < insert contact name> on: <insert contact number>

Electronic applications are preferred. Please return completed applications to <insert WARP email address>

Closing Date: <insert date>

The following support documents are available:

[Technical Analyst Application Form](#)

[Technical Analyst Job Description](#)