



**E&M TECHNOLOGIES, INC.**

854 Woodmoor Acres Dr.  
Monument, CO 80132

**Job Title: S3 OPS Operations Analyst**

**Location: Ft Belvoir, VA**

**Security Clearance: TS/SCI**

**E&M Technologies is currently seeking an S3 OPS Operations Analyst.**

**Responsibilities:**

- Provides substantive review of analytic content, verifying information and ensuring suitability for publication.
- Determines product suitability for intended media and audience, edits for clear and cogent presentation of the subject matter.
- Identifies errors of fact, factual inconsistencies, and contradictions; verifies accuracy of statements, figures, illustrations, and subject matter terms; compares illustrations, photographs, tables, and charts to ensure continuity and consistency with text; and checks citations against original sources to verify their use.
- Edits for adherence to analytic tradecraft standards of ICD 200-series.
- Prepare reports
- Provide work coverage schedules
- Ensure tracking of current operations and personnel
- Maintain and execute all internal and external operational requirements
- Responsible for quality control

**Minimum Experience:**

- Demonstrates comprehensive mission knowledge and skills that affirms completion of all developmental training and experiences for the labor category.
- Demonstrates the ability to communicate understanding from information that may be incomplete, indirect, highly complex, seemingly unrelated, and / or technically advanced.
- Demonstrates ability to structure analysis based on trends in reporting and a range of analytic perspectives from other analysts, organizations, and intelligence disciplines.
- Demonstrates ability to work independently with minimal oversight and direction.
- Demonstrates ability to collaborate and work with other IC members on information sharing, driving collection, and addressing analytic disputes and conflict resolution.
- Demonstrates ability to develop concise, insightful, and comprehensive products for defense intelligence.
- Demonstrates ability to lead teams in researching multifaceted or critical problems. Provides guidance in selecting, designing, and applying analytic methodologies. Uses argument evaluation and validated analytic methodologies to challenge differing perspectives.
- 10 years of experience required in Information Operations.

**Required Training/Certification:**

- Army Information Operations Planner course - AIOPC



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**Desired Experience/Education:**

- Desired Experience: At least 8 years of experience conducting analysis relevant to the specific labor category with at least a portion of the experience within the last 2 years.
- Desired Education: Bachelor's degree in an area related to the labor category from a college or university accredited by an agency recognized by the U.S. Department of Education.

E&M Technologies offers competitive salaries, medical benefits, and a 401k plan.

**To Apply for this Position:**

You must have the listed skills and experience in your resume to be selected for an interview. Send your resume to [emtech@eandmtech.com](mailto:emtech@eandmtech.com)

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, marital status, national origin, age, veteran status, disability, or any other protected class. U.S. Citizenship is required.