**JERRY L. JUKKALA**

jukes2@aol.com

9858 Upper Mill Loop, Bristow VA 20136

(703) 587-9597 (Home/Mobile)

# **Clearance**

Cleared for Top Secret Information and granted access to Sensitive Compartmented Information (SCI) based on a current SSBI (May 2014) and Counterintelligence Polygraph (July 2010).

# **Summary of Qualifications**

30+ years of experience in Information Management/Communications Security (COMSEC), with experience in the implementation of various components of Information Assurance to include Computer Security, Personnel Security, Program/Physical Security and Certification and Accreditation for Government and Contract facilities at multiple levels of classification and compartments. 20 years of experience as an Information Management Technician, assigned as Records Manager and Programs Manager.

# **Professional Experience**

**COMSEC Policy Team Lead**

Parsons Corp, Herndon, VA 1 Mar 2022 - Present

* Provides leadership and continuity to the Policy Team
* Develop and publish national-level organizational COMSEC policies and procedures ensuring standardization among all COMSEC Terrestrial, Space accounts
  + Provide Interim guidance or policy via COMSEC Bulletins
* Review, evaluate, and establish organization standards based on NSA COMSEC policy
* Inspect the Central Office of Record (COR) sites to verify compliance
* Review and approve key management, transportation, and special handling plans
* Evaluate and approve keying material crypto-period extensions
* Review, report, and adjudicate COMSEC incidents

**Deputy COMSEC Operations Lead**

Parsons Corp, Herndon, VA May 2021 – 1 Mar 2022

Peraton Corp, Herndon, VA Nov 2019 – May 2021

* Assist in the management of all facets of COMSEC such as compliance and policy, training, inspections, keying operations, and logistics.
* Review and approve national-level organizational COMSEC policies and procedures ensuring standardization among all COMSEC Terrestrial, Space accounts
* Review, evaluate, and establish standards based on NSA COMSEC policy
* Review and approve key management, transportation, and special handling plans
* Implement risk mitigations for identified cryptographic item issues

**COMSEC Policy Staff Officer**

Peraton Corp, Herndon, VA Jul 2017 - Nov 2019

Harris IT Services, Herndon VAOct 2014 – Jul 2017

* Develop and publish national-level organizational COMSEC policies and procedures ensuring standardization among all COMSEC Terrestrial, Space accounts
  + Provide Interim guidance or policy via Pass-to-Holder messages
* Review, evaluate, and establish standards based on NSA COMSEC policy
  + Approve/disapprove waivers to national policy
* Inspect the Regional COMSEC Officer and COR locations annually for compliance
* Review and approve key management, transportation, and special handling plans
* Perform as the controlling authority of COMSEC key
* Evaluate and approve keying material crypto-period extensions
* Review, report, and adjudicate COMSEC incidents

**Regional COMSEC Officer (RCO)/Information Assurance Technician (IAT)** Sep 2000 – Oct 2014

Harris IT Services, Chantilly VA (Feb 2014 – Oct 2014)

CACI, Chantilly, VA (Sep 2004 – Oct 2014)

General Dynamics AIS, Chantilly VA (Aug 2003 – Sep 2004)

Veridian Information Solutions Inc., Sunnyvale CA (Sep 2000 – Aug 2003)

* Responsible for all COMSEC Terrestrial, Space accounts, maintaining strict accountability for over 18,000+ items
* Utilized Electronic Key Management System (EKMS), Key Processor (KP), and Integrated Central Office of Record, to create traditional keying material and load Tier 3 devices
* Establish and administer Communication Security (COMSEC) accounts
* Conduct annual audits of government and contractor facilities to ensure compliance
* Provide training to new RCOs and CROs, government or contract personnel on the implementation and maintenance of COMSEC programs and handling of cryptographic materials
* Serve as liaison between Central Office of Records (COR), the customer and other personnel in the requirements process to ensure the timely delivery of materials needed to establish and maintain essential communication links
* Monitor security clearances, background investigations and polygraphs of COMSEC briefed personnel to ensure appropriate levels are maintained by COMSEC cleared individuals
* Deliver training to personnel who receive COMSEC key through EKMS and on the use of the KIK- 20 Secure DTD2000 System and electronic key distribution system via COMSEC Accounting, Reporting, and Distribution System (CARDS)
* Manage account information in the CARDS database to ensure current contact, shipping and inventory requirements are met, assuring that accountability for assets is maintained throughout delivery, receipt, use and destruction lifecycle
* Monitor requirements, establish COMSEC accounts and order required keying material and equipment as outlined in the Communication requirements database to ensure the timely installation of essential communication links throughout the IC network
* Provide training to new personnel assigned to the Regional COMSEC Office

**Achievements**

* Selected as Regional COMSEC Officer of the Year award for OL East, Dec 2011
* Received Recognition from Contracting Officer Award Fee – Jul 2010
* Received several letters of appreciation from the customer, 2005-2009
* Recipient of Contract Employee of the Quarter Award - Oct 2003
* Received three Contract Team Awards – Jan 2003, Aug 2004, Nov 2009

**Security Manager Assistant/COMSEC Manager** Aug 1998 – Sep 2000

Lockheed Martin Technical Operations, Sunnyvale CA

* Managed the largest COMSEC account in the organization, managing 5500+ accountable cryptographic assets
* Provide COMSEC and Secure Telephone Unit (STU-III) training to essential personnel to ensure proper implementation and maintenance of security directives and proper use of assigned equipment and materials
* Provided Security Awareness, Training and Education
* Managed the base-wide STU-III program
* Provided program briefings and pre-polygraph briefings
* Prepared and maintained security files

**Achievement**

* Received a Technical Support Group Lightning Award for the creation and maintenance of two databases with over 5500 line items. Replicated and integrated unique forms in the database, tremendously improved accuracy and reduced documentation holdings by 50%

**Info Management Tech/Records Manager** Jul 1978 – Jul 1998

United States Air Force

* Maintained COMSEC secure phone records, ensuring accountability and usage
* Created Files Maintenance Plans
* Identified documentation required to maintain, assigned appropriate retention periods
* Provided proper protection and storage requirements
* Ensured correct and timely disposition
  + Destroyed temporary records
  + Archived permanent records
* Reviewed governing directives, ensured compliance

# **Formal Education**

* Security+ Certified, Mar 2013
* Northern Michigan University
  + 48 semester hours
* Gaylord High School
  + High School Diploma

## **Military Training**

* Noncommissioned Officer Academy Keelser AFB MS 1997
* Noncommissioned Officer Leadership School Travis AFB CA, 1993