



## **JOB DESCRIPTION**

### **SkillBridge – Supply Chain Risk Management, Analyst**

**Hiring Manager: SCRM Manager**

#### **Position Description:**

The Supply Chain Risk Management team requires a SkillBridge intern to be responsible for the accurate assessment and analysis of defense industrial base (DIB) suppliers in support of defense programs. This position entails a focused commitment to critically assessing DIB companies and supporting management in the implementation of the Supply Chain Risk Management NIST 800-53 control family to mitigate risks in the supply chain.

The candidate should have experience drafting documentation to support compliance and process. This position will leverage existing supply chain risk technologies and stringent organizational protocols to ensure that analysis and processes are timely and processed in a manner that complies with program supply chain risk management policy requirements.

#### **Job Responsibilities to include, but not limited to:**

- Lead vulnerability identification activities by conducting advanced analysis of systems, programs and architectures to determine crucial components, high-risk areas, and potential impacts across defense program supply chains.
- Conduct independent assessments and validations of supplier security practices to ensure compliance with federal defense and organizational requirements; document findings and provide expert recommendations to leadership and customers.
- Compile, synthesize and present complex risk assessments to internal stakeholders, executive leadership, and external customers to support informed decision making.
- Monitor and document major changes affecting supply chain risk, quality, resilience, and compliance, ensuring that risks are escalated and mitigated proactively.
- Evaluate enterprise and supplier-level risks within Draper's SCRM programs, identifying systemic issues and recommending improvements to strengthen program maturity.
- Drive enhancements to the existing SCRM framework by incorporating stakeholder feedback, industry best practices and emerging regulatory requirements; lead implementation of approved updates.
- Perform rigorous quality checks of supplier reviews, ensuring data accuracy, completeness, and analytical integrity; investigate discrepancies and deliver corrective action guidance.

- Collaborate cross functionally with engineering, product development, operations and security teams to ensure SCRM processes, standards and operations align with enterprise policies and strategic goals.
- Analyze multi-source data to identify trends in supplier quality, product defects, or recurring vulnerabilities, and develop mitigation strategies to prevent future occurrences.
- Maintain readiness to perform additional responsibilities in support of evolving organizational needs.

**Qualifications:**

- Must have a bachelor's degree in business or relevant field of study.
- 0-2 years of relevant experience.
- Proficient in Microsoft Office Suite.
- Strong organizational and communication skills.
- Meets DoD SkillBridge Qualifications as per DODI 1322.29
- This position is hybrid (3 days in office, weekly) or fully remote, working an estimated 8am-5pm schedule. Draper participates in a 9/80 schedule with every other Friday off.