

Job Description

Job Title: Security Analyst III

Job Code: 901101

Job Family: Information Technology

Pay Grade: JC.18.20

FLSA: Exempt

EEO: Technician

Department/Agency: Countywide

Position Number(s): Multiple

Recommended Position Title(s): Senior Security Analyst

The following Core Competencies apply to everyone and are essential to all County jobs:

- Accountability – Follows-up on and meets commitments, takes ownership for work, and possesses a strong ability to stay focused on individual, department, and County results.
- Communication – Clearly and effectively expresses ideas and thoughts (verbally and in writing); listens actively.
- Customer Focus & Public Relations – Builds positive internal and external customer relationships; is committed to customer satisfaction; assumes responsibility for solving customer problems and ensures commitments to customers are met.
- Initiative – Independently acts to resolve problems and provide solutions; seeks out new responsibilities; generates new ideas; practices self-development.
- Safety – Understands and supports safety standards as required by the job; keeps the workplace clean and safe.
- Teamwork– Encourages and facilitates cooperation, pride, and trust among the team; fosters commitment and team spirit; works cooperatively with others to achieve overall goals.

Essential Duties:

- Performs a key role in maintaining existing security infrastructure, evaluating emerging technology and implementing new systems, processes and procedures to maintain the security of information assets. Ensures security practices comply with legal and regulatory requirements and remain applicable and relevant in today's security environment.
- Develops operational activities implementing the enterprise-wide information security program and related procedures and performance metrics; reviews and contributes to the improvement and standardization of the security administration process across all business units; develops IT security architecture and system design guidelines, and evaluates and/or assists IT system designs to ensure appropriate controls and protections are included .
- Interacts with management team and other IT staff to guide security policies and procedures; ensures enterprise IT architecture is compliant with federal health, privacy and financial regulations and manages quarterly risk assessment program; identifies process functions, risk security weaknesses and controls; presents security challenges and resolutions to management.
- Analyzes and evaluates system generated security incident reports and information security notices issued by information system vendors, and other organizations; advises senior management on appropriate safeguards for adoption.
- Researches and deploys new technologies, and manages transition to operational service; provides leadership on security projects which involve a wide range of issues including secure architectures, secure electronic data traffic, network security, platform and data security and privacy; reviews and tracks maintenance contract renewals.

Supervisory Responsibilities:

- Yes No This position is also responsible for the supervision and leadership of employees, which includes making employment-related decisions and/or recommendations, and formally evaluating performance.

Duties and responsibilities, as required by business necessity may be added, deleted or changed at any time at the discretion of management, formally or informally, either verbally or in writing. Scheduling and shift assignments and work location may be changed at any time, as required by business necessity.

Job Description

Minimum Job Requirements:

Bachelor's degree in Information Technology or related field; eight (8) years' experience in information technology; five (5) years' experience in information security principles including experience in information systems risk analysis and management; three (3) years' experience in project management and one (1) or more security and risk certifications such as CISSP, CISA, CRISC, GIAC or similar certifications are required

Johnson County Government requires reference/background screening for all positions. Specified criteria may vary by Department/Agency.

Preferred Job Requirements:

Education/Experience Substitutions:

Yes No Experience may be substituted for degree.

Yes No Education may be substituted for experience.

Physical, Environmental, and Special Working Conditions:

On call/stand-by work required.

Weather essential job for Department and County.