Title: Information Security Analyst II

Pay Scale Group: 71 D

Essential Function

Under general supervision from a designated administrator, assists in performing procedures and provides technical solutions that serve to provide appropriate access to and protect systems from unauthorized users.

Characteristic Duties

Carries out procedures to ensure that all systems, products and services meet organization security standards;

Works with business units to achieve security objectives and identifies, reports, and resolves security risks and violations;

Assists with the formation of information security strategies for the protection of sensitive data;

Involved in the full security systems life cycle which includes, designing, coding, testing, implementing, maintaining, and supporting software, quality assurance, testing and deployment;

Develop technical documentation (designs, specifications, processes, workflows) and communications;

Advocates and provides information security consultation on UC projects initiative within the business and development of systems;

Assists with and manages cyber investigations through forensic fact gathering with a focus on e-discovery;

Assists with information security training and awareness programs;

Serves as seasoned and proficient professional;

Other related duties as assigned.

Minimum Qualifications

Bachelor’s in Computer Science, Information Technology, Computer Engineering, or a relevant degree and two (2) years’ data security experience; -OR- an Associate’s degree with four (4) years’ data security experience; -OR- six (6) years’ data security experience. Experience may include related certifications such as Certified Information System Security Professional (CISSP). Possess a thorough understanding of all aspects of computer and network security, including such areas as firewall administration, encryption technologies and network protocols and contributes through experience, collaboration and problem resolution.