Title: Network Security Analyst

Essential Function

Under general supervision from a designated administrator, assist with developing, implementing and monitoring standards, procedures and guidelines which promote and secure the safety of information systems. Identify and address exposure of accidental or intentional destruction, disclosure, modification, or interruption of University data.

Characteristic Duties

• Assist in the design, implementation and monitoring or deployed security systems.

• Recommend preventative measures to reduce security intrusions and conduct security evaluations.

• Identify potential threats and respond to security violations. Determine causes, possible solutions, and remedial actions required to ensure data and system security.

• Interface with user community to understand security needs and implement procedures to accommodate them.

• Prepare status reports and documentation detailing virus and security activity at the University.

• Provide direct supervision to exempt and non-exempt staff (i.e., hiring/firing, performance evaluations, disciplinary action, approve time off, etc.).

• Perform related duties based on departmental need.

Minimum Qualifications

• Bachelor’s degree with three (3) years experience; -OR- Associate's degree with five (5) years experience –OR- seven (7) years experience. Degree must be Information Technology/Systems, Business Administration or Computer Science. Experience must include NT, Unix, and/or Novell security systems with mainframe and LAN environment.