

**OFFICE OF INFORMATION TECHNOLOGY  
NOTICE OF JOB VACANCY**

**Risk and Vulnerability Assessment Program**

<b>POSTING PERIOD</b>		<b>POSTING #: 2016-051</b>
<b>FROM: July 15, 2016</b>	<b>TO: July 29, 2016</b>	
<b>POSTING OPEN TO:</b>		<b>LOCATION:</b>
<input type="checkbox"/>	<b>OIT UNIT SCOPE(S):</b>	<b>Office of Information Technology Information Security 1200 Negron Drive Hamilton, NJ 08691</b>
<input type="checkbox"/>	<b>STATEWIDE</b>	
<input checked="" type="checkbox"/>	<b>GENERAL PUBLIC</b>	
<b>TITLE: Information Technology Specialist TITLE CODE: 53262 POSITION #915680</b>		<b>NUMBER OF POSITIONS: 1</b>
<b>SALARY RANGE: P21 \$51,529.95 - \$70,573.07</b>		<b>HOURS OF WORK: TBD</b>

**SKILLSETS:** Basic knowledge of Operating Systems such as Windows, LINUX, and UNIX; working knowledge of risk management strategies, processes and systems would be helpful. Preference given to applicants who have a working knowledge of various security methodologies, processes, and hardware including firewalls, intrusion detection systems (IDS) and intrusion prevention systems (IPS) as well as computer communication networks, protocols, and analysis (e.g. TCP/IP); strong analytical and problem solving skills would be helpful; excellent oral and written communication skills including the ability to clearly articulate technical cyber matters to a variety of audiences.

**DESCRIPTION OF POSITION:** Under the general supervision of a supervisor within the Information Security unit, this position is responsible for assisting in managing and monitoring the Office of Information Technology's Vulnerability Assessment Program. The program provides security tools for scanning state assets for vulnerabilities. The position will be responsible for working with the agencies IT staff to report of known vulnerabilities, provide vulnerability reports and coordinate in agencies risk remediation efforts for the reported vulnerabilities. The position will be responsible for distributing information security bulletins and alerts to the agencies, handling cyber incidents (reporting and response), and be an active member of the State's cyber security incident response team. This position is vital to the Statewide Office of Information Security in providing the office a resource to continue to support an effective information security program. The position will maintain and enhance our information security program, provides governance of security compliance and addresses real time security threats within the State's computing environment.

**REQUIREMENTS:**

**EDUCATION:** Graduation from an accredited college or university with an Associate's degree in Computer Science or Computer/Information Technology.

**EXPERIENCE:** One (1) year of experience in at least one of the following areas: the design and preparation of programs for electronic data processing utilizing current operating systems, modification of systems software and multiprogramming technology; or the development, maintenance, or installation of application programs; or in performing technical support functions within a direct access device environment, or the development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN) environment.

**NOTE:** Technical support functions include experience in resolution of online production and/or communications network problems, and/or code modification, testing, and debugging of program modules in an online environment, and/or space allocation and control of direct access storage devices (DASD management).

**NOTE:** A Bachelor's or Master's degree in Computer Science may be substituted for the one (1) year of indicated experience.

**NOTE:** A general Bachelor's degree from an accredited college or university may be substituted for the Associate's Degree.

**SPECIAL NOTE ON SUBSTITUTING EXPERIENCE FOR EDUCATION:**

Experience in the study of work methods/processes, analysis of varied types of data, design and preparation of systems/programs, operation of multiprogramming computer systems and work in the data processing support areas of input/output control or reliability support may be substituted for the required education on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

**NOTE:** Evidence of formal training in Computer Science/Information Technology received at an accredited institution may be submitted with your application for evaluation by the Department of Personnel for possible credit. These training courses will be examined to see how they compare, both in hours/content, to college courses to which they equate, sixteen (16) training hours being equal to one (1) college credit. In house training courses will not be accepted as meeting this criterion; thus, they will not be evaluated.

**FOR NON-U.S. CITIZENS AND/OR FOREIGN DEGREES**

**AUTHORIZATION TO WORK:** U.S. Citizenship is not required. Selected candidate must be authorized to work in the U.S. according to Department of Homeland Security, U.S. Citizenship and Immigration Services regulations.

**FOR FOREIGN DEGREES:** All non-U.S. degrees and/or transcripts from a college or university outside the U.S. must already be evaluated for accreditation and attached to your resume. Failure to comply with these requirements may result in ineligibility.

**RESIDENCY REQUIREMENTS:**

In accordance with the New Jersey First Act, [N.J.S.A. 52:14-7 \(L. 2011, Chapter 70\)](#), effective September 1, 2011, all employees must reside in the State of New Jersey unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

**OPEN TO THE FOLLOWING:**

Applicants must meet the job specification on file at the Civil Service Commission. To view the Civil Service Commission's Job Specification, please visit: <http://info.csc.state.nj.us/TitleList/TitleSearch.aspx>

**IF YOU QUALIFY AND ARE INTERESTED, SEND YOUR RESUME AND A LETTER OF INTEREST WITHIN THE POSTING PERIOD:**

**Electronic Filing:**

Applicants are encouraged to file electronically. Forward your letter of interest and resume electronically to [recruiter4@oit.nj.gov](mailto:recruiter4@oit.nj.gov). **Include the posting number 2016-051 in the subject line** and your email address so that we may acknowledge your response electronically.

**Alternate Filing:** If unable to file electronically, applicants may forward your resume and letter (including posting #2016-051) to:

Antoinette Sargent, Manager  
Office of Information Technology  
Office of Human Resources  
P.O. Box 212  
300 Riverview Plaza, 4<sup>th</sup> Floor  
Trenton, New Jersey 08625

JOB POSTING AUTHORIZED BY: \_\_\_\_\_

Sharon Pagano

Chief of Staff