SALARY
$49.72 - $72.54 Hourly $3,977.88 - $5,803.27 Biweekly $8,618.75 - $12,573.75 Monthly $103,425.00 - $150,885.00 Annually

ISSUE DATE: 03/21/18

THE POSITION

DIRECTOR OF CYBER SECURITY

OPEN TO THE PUBLIC

*This recruitment is being held to establish an Eligible List for the OCERS location **ONLY**.*

Applications will be accepted on a continual basis until the needs of OCERS are met; please apply immediately as the recruitment may close at any time.

The first review of applications will be on April 2, 2018.

RECRUITMENT INFORMATION

Please note: The Director of Cyber Security works directly for OCERS and is not employed by the County of Orange. Limited travel reimbursement may be provided for on-site finalist interviews and for top candidates traveling more than three hours from their principal residence.

Annual Salary Range: $103,425 - $150,885 starting salary is commiserate with experience. OCERS also offers a full benefit package which includes a defined benefit retirement plan, medical, dental and life insurance, paid holidays and paid annual leave.

GENERAL DUTIES

The Director of Cyber Security reports directly to the Assistant CEO of Finance and Internal Operations and acts as the agency's Information

Security Officer. The Director of Cyber Security is responsible for identifying, evaluating and reporting on security risks, leading agency-wide information security efforts that integrate all aspects of information assurance, providing protection of computer systems, networks and member, financial and confidential data from internal and external threats. The Director of Cyber Security also coordinates, investigates and reports on cyber security incidents should they occur.

MINIMUM QUALIFICATIONS

Bachelor's degree from an accredited college or university with a major in Computer Science or related field

AND

Eight years of increasingly responsible experience in cybersecurity application and infrastructure, technology management including five years of supervisory and project management experience

AND

Hands-on experience managing current IT security technologies.

Please click here for details on the Director of Cyber Security classification.

DESIRABLE QUALIFICATIONS

Master of Business Administration or Master of Science degree in computer science or related field

Professional information security certifications such as:

- Certified Information Systems Security Professional (CISSP),
- Certified Information Systems Auditor (CISA)
- Certified Information Security Manager (CISM)
- Similar industry certifications

Demonstrated understanding of security standards and information security and compliance frameworks, controls and best practices.

Knowledge of:

- Principles, concepts, practices, methods and techniques of effective leadership, information technology management and public administration pertaining to the planning, directing and monitoring of information and systems security;
- Risk management frameworks, processes and best practices related to the management of information and technology risks;
- Security protocols, concepts and best practices;
- Cloud and wireless security;

- Remote access protocols;
- Anti-virus, anti-spam, internet filtering and patch management tools;
- Intrusion detection/prevention systems;
- System technology security testing (vulnerability scanning and penetration testing);
- Developing and documenting security architecture and plans, including strategic, tactical and project plans;
- Effective supervision, training and employee motivation principles, practices and techniques;
- Computer applications and hardware related to the performance of the essential functions of the job;

Skills/Ability to:

- Strong leadership skills and the ability to lead cybersecurity operations designed to prevent, detect and respond to a wide range of threats both internally and externally
- Implement and utilize management theories and principles; project management best practices; work planning and scheduling practices; supervisory and motivation practices
- Prepare and present reports related to cyber security matters, policies or programs to OCERS Audit Committee and Board of Retirement, making recommendations as appropriate and following through with direction received
- Critical thinking with strong problem solving skills and ability to adapt to technological advancements within the industry
- Establish and maintain strong and effective working relationships with all levels of OCERS personnel, consultants, contractors, vendors, plan sponsors, board members and others regarding a variety of OCERS policies, procedures, and practices
- Communicate effectively both orally and in writing
- High level of personal integrity as well as the ability to professionally handle confidential matters and show an appropriate level of judgement
- Manage technical and professional staff by interviewing, selecting, training, evaluating, and communicating with employees
- Work with other employees, supervisors, managers and executives to move concepts, projects, and work assignments toward successful completion in a timely manner

WHAT DOES THE ORANGE COUNTY EMPLOYEES RETIREMENT SYSTEM DO?

OCERS provides retirement, death, disability, and cost-of living benefits to employees of the County of Orange and certain County districts. OCERS is governed by a ten-member Board of Retirement that is responsible for managing a $15 billion dollar trust fund. OCERS provides retirement, death, and disability benefits to retirees of the County of Orange and certain County districts. For more information on OCERS, please visit our website at www.ocers.org.

ADDITIONAL INFORMATION

EMAIL NOTIFICATION:

Email is the primary form of notification during the recruitment process. Please ensure your correct email address is included in our application and use only one email account.

NOTE: User accounts are established for one person only and should not be shared with another person. Multiple applications with multiple users may jeopardize your status in the recruitment process for any positions for which you apply.

Candidates will be notified regarding their status as the recruitment proceeds via email through the GovernmentJobs.com site. Please check your email folders, including spam/junk folders, and/or accept emails ending with "governmentjobs.com" and "ocgov.com." If your email address should change, please update your profile at here for additional Frequently Asked Questions.

EEO INFORMATION

Orange County, as an equal employment opportunity employer, encourages applicants from diverse backgrounds to apply.

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:
http://www.ocgov.com/hr
OR
333 W. Santa Ana Blvd,
Santa Ana, CA 92701

EXAM #8029MR-0318-157(O)
DIRECTOR OF CYBER SECURITY
MW

Director of Cyber Security Supplemental Questionnaire

* 1. You are required to provide full and complete responses to the supplemental questions. The information you provide will be used as a rating device, so please be descriptive in your response. Incomplete information will result in a lower rating. Supplemental questions are designed to help you present your qualifications for this position and will be rated based on the information that you supply. Please provide concise, descriptive and detailed information and highlight all of the areas in which you have developed expertise, matching your professional experience with the specific qualifications and abilities for each question. Resumes will not be accepted in lieu of completing the supplemental questions. By selecting yes below, you acknowledge that you have read and understand this application requirement.

    ❏Yes   ❏No

   2. Do you have a Bachelor's degree from an accredited college or university with a major in Computer Science or related field* and eight years of increasingly responsible experience in cybersecurity application and infrastructure, technology management, including five years of supervisory and project management experience and hands-on experience managing current IT security technologies? * If you possess the required degree, please attach a copy to this application or email a copy to mwozniuk@ocers.org.

    ❏ Yes, I have attached a copy to my application.
    ❏ Yes, I have emailed a copy to mwozniuk@ocers.org.
    ❏ No

* 3. What additional professional information security licenses, certifications or education do you have? Please include date received and expiration date if applicable. In addition, please provide a brief summary of why each item is relevant and valuable for being OCERS Director of Cyber Security.

* 4. Please describe your experience in developing, implementing and maintaining information security programs. Include a discussion of the frameworks, security protocols, controls and resources used, governance model and method of assigning responsibilities, and metrics developed for measuring and reporting of the program's maturity and effectiveness.

* 5. Please provide an example of a presentation on the topic of cyber security that you prepared and presented to either management/executives or a governing body. You may attach it to your application or email it to mwozniuk@ocers.org.

    ❏ I have attached my work sample to my application.
    ❏ I have emailed my work sample to mwozniuk@ocers.org.

* 6. Please prepare and provide a sample project plan for developing an information security program for OCERS. You may attach it to your application or email it to mwozniuk@ocers.org.

    ❏ I have attached my work sample to my application.

❏ I have emailed my work sample to mwozniuk@ocers.org.

* 7. Please describe your experience with developing, implementing and maintaining an Information Security Incident Response Plan include a discussion of when you had to activate the plan and the steps used for conducting an investigation and remedying the situation.

* 8. Please describe your experience with developing and managing an information security budget, discuss the process used to determine amounts to be requested and how you justified to executives the need for the budget requests. Also include a discussion on your experience in managing information security budgets throughout the year and the process you employed for procuring and purchasing hardware, software and services related to information security projects.

* 9. Please provide additional information about yourself that you believe would be both important and relevant to evaluating your application for OCERS Director of Cyber Security.

* Required Question