

POSITION DESCRIPTION

AGENCY/DEPT ID DAS
DAS500000

DIVISION OR INSTITUTION
OFFICE OF INFORMATION TECHNOLOGY

UNIT OR OFFICE
Office of Security & Privacy

COUNTY OF EMPLOYMENT
Franklin

This row is for Information
Technology classifications ONLY

PRIMARY TECHNOLOGY (IT ONLY)
Security Software and Hardware

SECONDARY TECHNOLOGY (IT ONLY)
Security Monitoring

POSITION NUMBER
20006402

Reclassification New Position Update

Position Hyperlinked to
Agency Organizational Tree

USUAL WORKING TITLE OF POSITION
Security Engineer

POSITION NO. AND TITLE OF IMMEDIATE SUPERVISOR
SEE TABLE OF ORGANIZATION

Permanent
 Temporary
 Intermittent

Classified
 Unclassified
 Essential

Overtime: Eligible Exempt
If FLSA Exempt, exemption type:

Bargaining Unit 14
PR 34
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NORMAL WORKING HOURS (Explain unusual or rotating shift):
FROM: 8:00 am TO: 5:00 pm

JOB DESCRIPTION AND WORKER CHARACTERISTICS

%	Job Duties in Order of Importance	Knowledge, Skills & Abilities
30	Installs, maintains, configures, upgrades and/or administers hardware and/or software independently in workstation support, network administration, server administration, business continuity, information security, telecommunications and network connectivity, and SAN administration (i.e., multiple technology domains) where technical work requires specific knowledge to evaluate, select, adapt & modify standard procedures; devises new approaches to problems encountered. Diagnoses, analyzes and resolves issues for customer(s) across assigned multiple technology domains. Creates, organizes, files and maintains documentation.	Knowledge of (1) what constitutes a network attack; (2) relationship to both threats and vulnerabilities; (3) how traffic flows across the network (e.g., Transmission Control Protocol [TCP] and Internet Protocol [IP]); (4) Open System Interconnection Model (OSI); (5) Information Technology Infrastructure Library, v3 [ITIL]; (6) Intrusion Detection System (IDS) tools and applications; (7) incident response and handling methodologies. Skill in (8) securing network communications; (9) tuning sensors. Ability to (10) interpret and incorporate data from multiple tool sources; (11) establish facts & draw valid conclusions; (12) work in a team environment; (13) successfully pass the State of Ohio Computer [SOCC] background check.
20	Reviews and monitors enterprise security systems; takes appropriate action and responds to alarms/alerts per agency policy and procedure (e.g., anti-virus, spam).	Knowledge of 1-7. Skill in 8-9 Ability to 10-13.
40	Interfaces with other platforms from a hardware and/or software perspective.	Knowledge of 1-7. Skill in 8-9 Ability to 10-13.
10	Answers questions and presents informal mentorship opportunities to peers and/or lower-level staff via conversation, observation or technical documentation.	Knowledge of 1-7. Skill in 8-9 Ability to 10-13.

Job duty, knowledge, skill, and ability statements at a lower-level are understood to be able to be performed at any higher level.

SD
9/15/14

JOB TITLE
Infrastructure Specialist 2

APD 10/1/14 *SD*

JOB CODE
69932

List Position Numbers & Job Titles of Positions Directly Supervised:

SIGNATURE OF AGENCY REPRESENTATIVE

DATE

David A Brown

9/11/14