

POSITION VACANCY BULLETIN



Issued Date: 05/24/23

Closing Date: 06/05/23

Represented Group Name Non-Represented

Job Information

Job Title: Information Security Specialist **Posting #** 23-045

Department: IT Enterprise Software

Location: Heinz 57 Center

Grade IT07 **Represented** **Non-Rep**

Salary: \$5,730 - \$8,596

Job Description

Lead and maintain technical and human-centered initiatives centered around Information Security for Port Authority of Allegheny County d/b/a Pittsburgh Regional Transit (PRT). Maintain policies, procedures, standards, and documentation to assess, monitor, report, escalate and remediate IT risk and compliance issues. Use knowledge and skills obtained through education and experience to evaluate business objectives, derive technical requirements, and develop secure, reliable, and efficient security solutions for the business. Work collaboratively with PRT's technical personnel, Internal Audit and external auditing agencies in the design and implementation of audit, risk assessment and compliance practices for IT. Advise IT and management on the status of technology risks and compliance issues based on assessment results and information from various monitoring systems. Implement mitigation strategies and approaches based on both audit and assessment feedback and management participation. Provide oversight regarding audit, regulatory and risk assessment activities across all IT functional areas. Perform independently with general direction from management.

Hours

39.50 Hour Work Week

Job Requirements (Indicate how you meet each requirement.)

- BA or BS in Information Security, Computer Science, Management Information Systems, or related field from an accredited school. Directly related experience plus certifications may be substituted for education on a year-for-year basis.
- Knowledge of information security standards (e.g., PCI/DSS, ISO 17799/27002, etc.), along with rules and regulations related to information security and data confidentiality.
- Ability to develop and execute:
 - Information Security training (both live and recorded)
 - policies and standards
 - and network penetration testing (and evaluation)
- Ability to evaluate vulnerability assessments, risk analysis, contract review, management of gap remediation and compliance testing.
- Strong analytical and problem-solving skills are necessary.
- Strong documentation and organizational skills.
- Excellent written and verbal communication and inter-personal skills.
- Demonstrated ability in the use of Microsoft 365 platform.
- Valid PA driver's license.

Preferred Attribute(s) (Indicate how you meet any attributes.)

- Ability to employ risk identification/analysis of desktop, server, application, database, and overall network security principles.
- CISSP, GSEC, GIAC, or other security certifications are desired (training for these can be provided by Authority, if necessary).

Position Assessment(s)

- Computer testing for Windows, MS Word, MS Excel.

Submitting your Application

Please complete *Career Opportunity Application*, and send via:

E-mail: DJacobson@RidePRT.org
US mail to: Pittsburgh Regional Transit
 Employment Department
 Attn: Danielle Jacobson
 345 Sixth Avenue, Third Floor
 Pittsburgh, PA 15222-2527

(Hand-delivered and Inter-Office envelopes will not be accepted. You must use one of the above-mentioned means of correspondence.)

Career Opportunity Applications may be obtained from your supervisor or the Employment Department. To be considered for this position your application must be received (post marked) by **06/05/23**.

EEO Policy Statement

Pittsburgh Regional Transit of Allegheny County, EQUAL EMPLOYMENT OPPORTUNITY POLICY

Pittsburgh Regional Transit is an Equal Opportunity Employer. All qualified applicants will receive consideration without regard to race, creed, color, sex, age, national origin, religion, ancestry or disability.