

**Connecticut General Assembly**  
**JOB OPPORTUNITY**  
Information Security Specialist

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE**

**Open To:** The Public

**Location:** Hartford

**Hours:** Full-Time

**Closing Date:** Open until filled

**General Knowledge:**

The Office of Information Technology Services at the Connecticut General Assembly is seeking a full time Information Security Specialist with strong technical, interpersonal and communication skills. Working within a Microsoft-centric environment, this position will be responsible for managing and maintaining the information systems and security needs of the Connecticut General Assembly, and will drive all efforts to protect enterprise data, systems, applications, networks, storage systems, and data centers against accidental or unauthorized intrusion, modification, destruction, or disclosure.

**Skills and Experience:**

A Bachelor's degree in Computer Science or related field and 3+ years of relevant work experience required. Must be able to demonstrate experience using a broad array of security tools including intrusion detection systems, web proxy systems, networking devices, firewalls, and other tools used to assess security and provide protection. Must possess a working knowledge of common cyber security incident types, including but not limited to denial of service attacks, malicious software infections, active intrusion techniques, and inappropriate use scenarios. Experience with log analysis, traffic flow analysis, troubleshooting and problem solving, and experience with associated infrastructure and systems to aid in the identification of malicious behavior. Must exhibit excellent oral and written communication skills and the ability to work as part of a team.

**Responsibilities:**

Developing, maintaining, and auditing security policies, procedures, guides and standards related to all information security systems and approaches. Developing and maintaining documented configuration baselines. Managing and administering security-centric systems such as Firewalls, Antivirus and Spam, web blocking, etc.

Conducting risk and vulnerability assessments of information assets to identify, quantify, and mitigate risks. Providing asset protection and threat containment through utilization of various security management tools. Maintaining a complete information asset inventory, identifying asset criticality and overseeing version control. Managing Contingency Operations Planning and Testing. Administering Incident Response by analyzing and reviewing cases until closure, which includes investigating and recommending appropriate corrective action. Conducting periodic audits of events to ensure compliance of policies and procedures. Operating a security awareness program to ensure information security best practices are communicated to all staff. Reporting on a set of security metrics to track security effectiveness and recommends changes to drive improvements.

**Application Instructions:**

Please send resume and cover letter that includes salary history to Director, Office of Information Technology Services, Connecticut General Assembly, 210 Capitol Avenue, Room 014, Hartford, CT 06106.

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.