

TENNESSEE ATTORNEY GENERAL INFORMATION SYSTEMS SECURITY MANAGER

Job Summary:

Responsible for development, administration and maintenance of the information security architecture for the Tennessee Attorney General's Office, in accordance with best practices to safeguard confidential case information, employee data and other office information in electronic form. This position is also responsible for managing the development and implementation of information security policies and procedures, and monitoring compliance with such policies and procedures.

The Duties of the Information Security Manager include the following:

- Collaborate with the IS Director, Network Manager and others as appropriate to develop and maintain the information security architecture for the TN Attorney General's Office.
- Take a lead role in the development and implementation of information security policies and procedures.
- Monitor compliance with the organization's information security policies and procedures and refer problems to appropriate managers and/or administrators.
- Perform information security risk assessments, including penetration tests, and serve as the internal auditor for the information security process.
- Participate in the development and implementation of the organization's disaster recovery and business continuity plans and enhancements.
- Serve as the internal information security consultant to the Office.
- Monitor advances in information security technologies. Remain knowledgeable about security technologies, vulnerabilities, and security standards that may impact information and network security.
- Work with the State Office of Information Resources Security Officer as required.
- Develop, initiate, facilitate, and promote activities to foster an information security awareness program within the organization.
- Review security logs and access activity.
- Monitor and address security incidents and coordinate with IT staff and other personnel as required.
- Perform other duties as assigned.

Qualifications:

- Bachelors Degree in computer science or related field is a plus.
- At least 5 years managing information security programs and initiatives.
- Excellent analytic and management skills.
- Good written and verbal skills.
- A minimum certification as Certified Information Systems and Security Professional (CISSP) or Certified Information Security Manager (CISM) is highly desirable.
- Demonstrated ability to develop policies and procedures that strike the appropriate balance between regulatory/security concerns with business efficiency.
- Hands on experience with VPNs, firewalls, IDS, IPS, application security, content filtering, anti-spam and anti-virus appliances and software, encryption/authentication and LAN/WAN.
- Capacity to work independently and in a team environment.

Application Procedures: Send a resume, cover letter, at least three references and salary history to Personnel Officer, Attention: Information Security Manager Position, PO Box 20207, Nashville, TN 37202. Or submit by email to agresumes@ag.tn.gov in Word or WordPerfect format and put "Information Security Manager Position" in the subject line.