

**COUNTY OF ORANGE  
MUNICIPAL/SCHOOL  
JOB CLASSIFICATION SPECIFICATION**

**CLASS TITLE:** NETWORK SECURITY ANALYST

**TITLE #:** 1434

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for the analysis and management of security for computer networks and systems. The incumbent is responsible for designing, maintaining and monitoring security systems to meet district and/or member district needs, for developing and overseeing the enforcement of security policies and procedures and for detecting and correcting vulnerabilities. Other duties include disaster recovery and security product research. Work is performed under the general supervision of the Assistant Director for Technology or other designated supervisor. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

Plans, designs and implements all security systems and their corresponding or associated software, including firewalls, VPNs (virtual private networks), intrusion detection systems, cryptography systems, biometrics and anti-virus software;

Designs, performs and oversees penetration testing of all systems in order to identify system vulnerabilities and ensures the integrity and confidentiality of data transferred internally;

Manages connection security for local area networks, wide area networks, web sites, intranets, extranets and portals, and E-mail communication;

Conducts research on emerging products, services, protocols and standards to recommend products in support of security enhancements;

Ensures that appropriate patches, hot fixes and service packs are installed on district-owned or licensed software in a timely manner;

Monitors VPNs, server logs, firewall logs, intrusion detection logs and network traffic for unusual or suspicious activity, interpret activity and implement plans for resolution;

Provides on-call security support to all end users;

Assists in designing and implementing disaster recovery plans for operating systems, databases, network connections and protocols, servers and software applications;

Develops all information technology security policies and procedures, including those for end users, network procedures and legal compliance;

Oversees enforcement of policies and procedures for system security administration and user system access, based on industry-standard best practices;

Controls user logon procedures and password management practices;

Promotes security awareness among employees.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of computer networking technology and equipment; thorough knowledge of network administration; thorough knowledge of intrusion detection and prevention, security and antivirus systems, firewalls, packet shaping, internet content filtering, disaster recovery and routing; ability to think logically, multi-task, manage projects and meet deadlines; ability to prepare and present reports both orally and in writing; ability to perform installation, upgrade and maintenance of computer networks; ability to maintain skill levels as technology changes; resourcefulness; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Either:

- (A) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's degree in Computer Science, Computer Information Systems or related field and three (3) years of paid work experience supporting local and wide area networks; OR
- (B) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an Associate's degree in Computer Science, Computer Information Systems or related field and five (5) years of paid experience as outlined in (A) above; OR
- (C) Completion of sixty (60) credits from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a major in Computer Science, Computer Information Systems or related field and five (5) years of paid experience as outlined in (A) above; OR
- (D) Graduation from high school or possession of a high school equivalency diploma and seven (7) years of paid experience as outlined in (A) above.

**NOTE:** Possession of a certification as either a Certified Network Engineer, Microsoft Certified Systems Engineer (MCSE), Microsoft Certified Professional plus Internet (MCP+I), Cisco Certified Network Associate (CCNA), Novell Certified Network Engineer (CNE), CompTIA Network+ or Server +, or Compaq ACE may be substituted for two (2) years of the required experience.

**JURISDICTIONAL CLASSIFICATION:** Competitive

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