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## Auburn University Job Description

Job Title:	<b>Cybersecurity Eng- ISSO</b>	Job Family:	No Family
Job Code:	<b>MA77</b>	Grade CS05:	\$74,400 - \$133,900
FLSA status:	Exempt		

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### Job Summary

Under general supervision of the Information System Security Manager (ISSM), serves as the Information System Security Officer (ISSO) for the Office of Research Security Compliance. Responsible for the planning, engineering, developing, implementing, and compliance monitoring of research information security programs. Performs analysis to ensure security controls are consistently implemented, integrating new technology with IT security standards; developing and executing plans for monitoring, assessing, and verifying security controls across all major information systems; and developing, evaluating, and exercising IT survivability and contingency plans to protect the university's information assets.

### Essential Functions

1. Ensures research information systems are operated, maintained, and disposed of in accordance with security policies and procedures as outlined in the security plan.
2. Verifies the implementation of delegated aspects of the system security program.
3. Ensures all proper account management documentation is completed prior to adding and deleting system accounts and verifying all security documentation is current and accessible.
4. Conducts periodic assessments of authorized systems and providing corrective actions for all identified findings and vulnerabilities.
5. Ensures audit records are collected and analyzed in accordance with the security plan.
6. Monitors system recovery processes to ensure security features and procedures are properly restored and functioning correctly.
7. Monitors changes to systems that could affect authorization.
8. Ensures user activity monitoring data is analyzed, stored, and protected.
9. Executes the continuous monitoring strategy.
10. Performs other related duties as assigned by the supervisor.

### Supervisory Responsibility

May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

*The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.*

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### Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
<b>Education</b>	Bachelor's Degree	No specified discipline. Degree in IT or related field preferred.  See experience for substitutions.
<b>Experience (yrs.)</b>	5	Progressively responsible experience with Cybersecurity, as well as Governance, Risk and Compliance (GRC).  High School Diploma - 13 yrs. experience Associate's Degree - 9 yrs. experience Bachelor's degree - 5 yrs. experience

#### Substitutions allowed for Education:

When a candidate has the required experience, but lacks the required education, they may normally apply additional relevant experience toward the education requirement, at a rate of two (2) years relevant experience per year of required education.

#### Substitutions allowed for Experience:

Indicated experience is required; no substitutions allowed.

#### Minimum Required Knowledge

- Knowledge of generally accepted information/cyber security principles and practices with the ability to apply that knowledge to perform complex and non-routine specialized information technology (IT) security analysis functions such as troubleshooting, advanced analysis, research, and problem-solving.
- Demonstrated team leadership skills, negotiation skills, and advanced client relation skills.
- Demonstrated ability to remain up-to-date with privacy and security regulations.
- Demonstrated ability to recognize, analyze, and solve a variety of problems.
- Demonstrated to effectively communicate technical concepts to a non-technical audience.
- Understanding of NIST 800-53 framework and controls.

#### Certification or Licensure Requirements

Industry recognized cybersecurity certification required within six (6) months of hire date. Recognized certifications include the Certified Information Systems Security Professional (CISSP), Certified Information Security Manager (CISM), Certified Information Systems Auditor (CISA), CompTIA Security+, Certified Ethical Hacker (CEH), Certified in Risk and Information Systems Control (CRISC) and others as deemed appropriate by the CISO of Auburn University.  
Current government clearance at the Secret level is preferred.

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### Physical Requirements/ADA

No unusual physical requirements. Requires no heavy lifting, and nearly all work is performed in a comfortable indoor facility.

Externally imposed deadlines; set and revised beyond one's control; interruptions influence priorities; difficult to anticipate nature or volume of work with certainty beyond a few days; meeting of deadlines and coordination of unrelated activities are key to position; may involve conflict-resolution or similar

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## **Auburn University Job Description**

interactions involving emotional issues or stress on a regular basis.

Job frequently requires handling objects with hands, .

Job occasionally requires standing, walking, sitting, reaching, climbing or balancing, stooping/kneeling/crouching/crawling, talking, hearing, and lifting up to 50 pounds.

Date: 9/30/2022

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