

Position: IT Security Officer

Location: Montgomery, AL, or Birmingham, AL, depending on the preference of the person hired

Opening Date: March 11, 2021

Closing Date: April 23, 2021, or until filled

Salary: CL 25 – CL 27 (\$38,694 - \$84,284) based upon qualifications

Overview:

The IT security officer is a shared staffing position with two different bankruptcy court units, the Middle District of Alabama, in Montgomery, Alabama, and the Northern District of Alabama, in Birmingham, Alabama. The position has primary responsibility for serving as the IT security subject matter expert and advising the court units on local IT security policies and adhering to standardized, repeatable processes for the delivery of security services. Confidentiality, integrity, and availability of systems, networks, and data across the system development life cycle are of paramount importance.

The incumbent will work closely with individual information system managers to manage the security posture of the various court units. The incumbent will report to the information manager of the court unit to which he or she is assigned and will work closely with the information manager of the other court unit regarding the day-to-day and long-term analysis of each court unit's IT security.

The position will be based in either Birmingham or Montgomery depending on the preference of the person hired. Work with the other court unit will be done both remotely and with occasional travel to the court unit.

Description of Duties:

- Reviews, evaluates, and makes recommendations for all court technology security programs
- Provides technical advisory services to securely design, implement, maintain, or modify information technology systems and networks that are critical to the operation and success in the court
- Reviews and advises court units on security notices recommended or directed by the Administrative Office of the U.S. Courts
- Reviews and advises court units on yearly IT security scorecard
- Performs research to identify potential vulnerabilities in and threats to existing and proposed technologies. Notifies all appropriate parties of the associated risk potential and how to remediate that risk
- Advises information systems managers on matters of IT security, including security strategy and implementation
- Provides advice on the court units' security policies
- Develops and evaluates new and innovative information technology concepts, approaches, methodologies, techniques, services, guidance, and policies that will constructively transform the information security posture of the supported court units
- Provides security analysis of IT activities to ensure appropriate security measures are in place
- Reviews security risk and vulnerability assessments of planned and installed information systems to identify weaknesses, risks, and protection requirements using automated security tools and cross-functional teams to facilitate security assessments
- Provides advice on how to remediate IT security-related findings using common security tools
- Advises court units on the implementation of security for information systems

- Manages assigned information security projects or security related aspects of other IT projects according to schedule
- Performs other duties as assigned or necessary

Mandatory Qualifications:

- Understands IT security best practices and has the demonstrated ability to analyze, design, implement security systems, policies, and procedures
- Understands the theories, principles, and best practices of desktop computer and mobile device hardware and software, data communications and networking components and information technology security
- Has significant experience with computer hardware, software, operating systems, mobile devices, and Microsoft Office (Word and Excel)
- Has excellent written and verbal communication skills
- Displays outstanding leadership qualities, including the ability to exercise mature judgment and work collaboratively with chambers, court staff, the Administrative Office of the U.S. Courts, and other agencies
- Is self-motivated, results-driven, detail-oriented, and organized

Court Preferred Qualifications:

- Bachelor's degree from an accredited four-year college or university in computer science, information technology, or similar degree
- Security +, CISSP, CISM, or equivalent certifications
- Experience configuring, maintaining, and using Nessus, KACE, Splunk, CyberArk, and other security tools
- One year of full-time specialized experience. (Internal candidates: one year of experience must be equivalent to CL-24 to CL-26.)

INFORMATION FOR APPLICANTS

The United States Bankruptcy Court is part of the Judicial Branch of the United States government. Employees are not part of the Office of Personnel Management's civil service classifications or regulations and are classified as *at will* employees. This position is subject to mandatory electronic funds transfer participation for payment of net pay.

Benefits

Information about federal judiciary employee benefits and compensation can be found on the United States Courts website career page: <http://www.uscourts.gov/Careers.aspx>. Creditable service time in other federal agencies or the military will be added to judiciary employment.

Application Procedures and Information

Qualified applicants must submit in a single PDF the following documents in the order given:

1. a cover letter that includes a) a brief description of how you meet the qualifications for this position and b) a description, including planning and execution, of the most complex security-related project for which you have been responsible;

2. a resume containing three professional references with current contact information; and

3. a completed Form AO78, Application for Judicial Branch Federal Employment, which is available at <http://www.uscourts.gov/forms/AO78.pdf>.

Email packages to Ms. Henrietta Foster at henrietta_foster@almb.uscourts.gov.

Due to the volume of applications received, we will communicate only with those individuals who will be interviewed.

Salary considerations: The starting salary will be fixed commensurate with the experience and qualifications of the applicant.

Background Check

As a condition of employment, the successful candidate will be subject to a background investigation which includes FBI fingerprints. Employee retention depends upon a favorable determination of suitability.

The United States Bankruptcy Court requires employees to adhere to a Code of Ethics and Conduct which is available to applicants upon request. Only the most qualified applicants will be considered for interviews. Applicants selected for interviews may be required to provide copies of official transcripts.

This vacancy may be modified or withdrawn at any time without notice.

**THE UNITED STATES BANKRUPTCY COURT
IS AN EQUAL OPPORTUNITY EMPLOYER**