

UNITED STATES DISTRICT COURT District of Nebraska

Position Announcement No. 19-05

Position: IT Security Officer
Location: Omaha, Nebraska
Appointment: Full-time
Job Grade Range: CL 28 – CL 29
Salary Range: \$59,763 - \$115,512
Opening Date: Tuesday, August 6, 2019
Closing Date: Open Until Filled
Career Opportunity: CL 29/61 - \$115,512

*Job grade and salary are based on human resources policies, qualifications, experience, applicant's current salary or federal pay grade, and preferred skills.

Position Overview

The United States District Court for the District of Nebraska is seeking a full-time IT security officer. This position is located in the shared information technology department of the United States District Court. The incumbent provides support for the entire district regarding network security matters and is responsible for the management of the court's security objectives.

Representative Duties

- Review, evaluate, and make recommendations on the court's technology security program, including automation, telecommunications, and other technology utilized by the court. Promote and support security services available throughout the local court unit.
- Provide technical advisory services to securely design, implement, maintain, or modify information technology systems and networks. Perform research to identify potential vulnerabilities in existing and proposed technologies. Create a plan to mitigate weaknesses.
- Provide advice on matters of IT security, including security strategy and implementation, to judges, court unit executives, and other senior court unit staff.
- Develop and maintain local court unit security policies and guidance.
- Develop, analyze, and evaluate new and innovative information technology policies that will constructively transform the information security posture of the court unit. Make recommendations regarding best practices and implement changes in policy.
- Using automated security tools, regularly conduct security risk and vulnerability assessments of planned and installed information systems to identify weaknesses, risks, and protection requirements and remediate weaknesses.
- Manage information security projects (or security-related aspects of other projects) to ensure milestones are completed in the appropriate order and on

schedule.

- Prepare special management reports for the court unit, as needed. Prepare justifications for budget requests.
- Serve as a liaison with court stakeholders to integrate security into the system development lifecycle. Educate project stakeholders about security concepts and create supporting methodologies and templates to meet security requirements and controls.
- Recommend changes to ensure information systems' reliability and to prevent and defend against unauthorized access to systems, networks, and data.
- Create and employ methodologies, templates, guidelines, checklists, procedures, and other documents to establish repeatable processes across the court's information technology security services to ensure compliance.
- Manage, facilitate, and implement patches for LAN equipment regularly. Routinely assess compliance with local patching policy and procedures and make process improvement recommendations.
- Assist the network server administrator in the duties of securely installing, configuring, and deploying servers, PCs, and network-enabled peripherals throughout the court.
- Assist the network server administrator in the duties of software deployment.
- Perform other duties as assigned.

Qualifications

Education: A bachelor's degree in information technology or a related field is required. Advanced degree is preferred.

Experience: Prospective candidates should have two years of general experience and at least two years of specialized experience. Specialized experience is progressively responsible experience that is in, or closely related to, the work of the position that has provided the particular knowledge, skills, and abilities to successfully perform the duties of the position. Strong troubleshooting abilities and customer service skills are mandatory.

Preference will be given to those candidates who possess significant professional IT security experience, a strong understanding of IT security best practices, and demonstrated ability to analyze, design, and implement security policies and procedures. Knowledge and expertise in the theories, principles, practices, and techniques of network management and security, enterprise level IP firewalls, IT networks, network traffic, computer hardware and software, and data communications are also highly preferred, as is a strong knowledge of applicable programming and script languages, such as Visual Basic, PowerShell, PHP, and SQL. Candidates must also possess demonstrated ability to analyze IT security problems and assess the practical implications of alternative solutions, as well as possess the knowledge and skills necessary to identify and analyze security risks and to implement solutions. Knowledge of anti-malware and endpoint security controls is also highly preferred, as is knowledge of IPSec and the ability to use it to protect data, voice, and video traffic. The applicant should also have practical experience designing security architecture roadmaps and documenting architecture decisions.

Preference will also be given to those applicants who possess significant operational and technical experience relative to the installation, configuration, and support of Windows Server operating systems, Microsoft Active Directory, and Windows 7/10 desktop operating systems; enterprise IT asset management and patch deployment utilities such as KACE K1000/SMA and K2000/SDA; the Websense/Forcepoint Triton web security platform; enterprise log management/analysis platforms including Splunk; VMWare server virtualization (including vSphere); packet sniffing software such as Wireshark; and desktop virtualization products such as VMWare Horizon View. Preference will also be given to those candidates who have extensive knowledge and experience implementing, managing, and supporting networking hardware, topologies, and protocols including Cisco core and access switches, enterprise-level 802.11 wireless networks, TCP/IP, DNS, VLANs, voice and video over IP, virtual private networks, and copper and fiber optic cabling. Experience implementing and supporting physical server hardware, storage area networks, and data backup devices and supporting software is also desired. Experience with Linux, Mac, and Apple iOS operating systems is desirable.

Preference will also be given to candidates whose work experience provides evidence of strong customer service skills; the ability to work cooperatively with clients, team members, and managers; the ability to handle multiple priorities in a fast-paced environment; and the ability to follow an assigned project through to completion.

This position requires the ability to lift a minimum of 50 pounds, and the physical mobility to access equipment wherever it may be positioned (e.g., under desks, on racks, etc.). The employee must be able to occasionally work after hours and weekends.

Application Process

Qualified applicants must submit an application package in PDF format including:

- A cover letter
- A detailed resume that includes full educational background, continuing education, legal training, facilitation/presentation skills, second language/sign language proficiencies, military service, community service/civic involvement, work with under-represented populations, and internships
- A complete AO 78 Application for Judicial Branch Employment. The form AO 78 is available on the court's website at:
<http://www.ned.uscourts.gov/public/employment-opportunities/>

All documents must be submitted in PDF format to: USDCHR@ned.uscourts.gov

Incomplete application packages, those not received in PDF format, and applications received after the closing date will not be considered.

The applicants deemed most qualified will be invited to participate in a personal interview at their own expense. The United States District Court will not be responsible for expenses associated with traveling for interviews or relocating the successful candidate. References will not be required until an applicant is considered a finalist. Final candidates are subject to a background security check. All application information is subject to

verification. Appointment to this position is contingent upon successful completion of a ten-year background investigation with law enforcement agencies, including fingerprint and criminal record checks (and a re-investigation every five years thereafter). An applicant selected for the position will be hired provisionally pending successful completion of the investigation. Unsatisfactory results may result in termination of employment.

Employees of the United States District Court are not included in the government's Civil Service classification but are under an excepted appointment and therefore serve at will. All judiciary employees are required to adhere to the [Code of Conduct for Judicial Employees](#). Applicants must be United States citizens or eligible to work in the United States. The United States District Court for the District of Nebraska is an equal opportunity employer and has a strong commitment to achieving diversity among staff. In particular, members of under-represented groups are strongly encouraged to apply.

The clerk of court or chief probation officer reserve the right to modify the conditions of this vacancy announcement at any time or to withdraw it without prior notice.

Benefits

A generous benefits package is available and includes the following:

- Paid annual leave, 13 days per year during the first three years of federal service; accrual rate increases with additional years of service
- Paid sick leave, 13 days per year with unlimited accumulation
- Federal holidays, 10 paid days per year
- Federal Employees Health, Dental, Vision, and Life Insurance programs
- Health Care Reimbursement Account
- Dependent Care Reimbursement Account
- Long Term Care Insurance
- Thrift Savings Plan participation with up to 5% employer matching contributions
- Federal Employees Retirement System
- Flexible work schedule opportunities
- Telework opportunities
- On-site fitness facility
- Paid parking (contingent upon availability of funds)
- Employee Assistance Programs
- Work Life Services and on-site Health Units at select locations
- Virtual Learning through the Judiciary On-line University
- Student Loan Forgiveness for Public Service Employees

For a detailed review of benefits, click here: <http://www.uscourts.gov/careers/benefits>

Employees are required to use Electronic Fund Transfer (EFT) for payroll direct deposit.