About the Department
The CSUN Information Technology division (IT) provides technologies that support teaching and learning, facilitate research, and deliver campus services that are digital and mobile. CSUN IT is a leader among its peer institutions. We seek to be among the early adopters of technologies and services that advance the success of our students and support the priorities of the University. We are pursuing a cloud first strategy with significant initiatives underway to leverage the cloud to improve our infrastructure and empower our campus partners to provision their own services. We are teaming with administrative units to transform processes and become a digital campus. We enable our students and faculty with advanced physical and virtual learning environments that support varied teaching strategies. We seed innovation by piloting the application of new technologies including artificial intelligence and extended reality. We are a trusted partner and contribute to decision-making across the University. We strive to create a culture that attracts and retains the best people by stressing inclusivity and respect and providing opportunities to advance their skills and their careers.

Responsibilities
Under the direction of the Information Security Officer (ISO), the Assistant Director, Information Security directs an ongoing, proactive risk assessment program for all new and existing systems and remains familiar with the University's goals and business processes so effective controls can be put in place for those areas presenting the greatest information security risk; assists the ISO with ongoing activities related to the development, implementation, and maintenance of the University's information security policies and procedures; assists other departments to ensure regulatory compliance in areas such as the Payment Card Industry -- Data Security Standards (PCI-DSS) and the Health and Insurance Portability and Accountability Act (HIPAA); ensures vulnerabilities are managed by directing periodic vulnerability scans of servers connected to the CSUN network; evaluates security incidents and determines what response, if any, is needed and coordinates with the ISO on University responses; contributes to a work environment that encourages knowledge of, respect for, and development of skills to engage with those of other cultures or backgrounds; remains competent and current through self-directed professional reading, developing professional contacts with colleagues, attending professional development courses, attending trainings, conferences, and/or courses as directed by the ISO; and performs other duties as assigned.

Qualifications
Equivalent to graduation from an accredited four-year college or university with a Bachelor's degree in a job-related field. Substitution of experience for any part of a degree will depend upon the unique position needs. Equivalent to two years of progressively responsible varied information technology experience including but not limited to computer and network infrastructure, operating systems, application software development project management, regulatory compliance, risk management, and providing training; three years preferred. Two years of direct experience in information security-related duties is required. Experience in a university setting is desired. Professional certification (Certified Information Systems Security Professional [CISSP], Global Information Assurance Certification [GIAC], Certified Information Systems Auditor [CISA], Certified Information Security Manager [CISM], etc.) is preferred.

Knowledge, Skills, & Abilities
Ability and specialized skills to: understand hardware and software systems; maintain confidentiality in regard to information processed, stored, or accessed by the systems; manage multiple concurrent projects and to reason analytically; work with and train people possessing differing levels of technical knowledge; possess effective verbal and written communication skills and proficiency in writing technical specifications; and the ability to develop knowledge of, respect for, and skills to engage with those of other cultures or backgrounds.
Pay, Benefits, & Work Schedule
Salary is commensurate with knowledge, skills, and experience. The University offers excellent fringe benefits.

General Information
This position is a "designated position" in the California State University's Conflict of Interest Code. The successful candidate accepting this position is required to file Conflict of Interest forms subject to the regulations of the Fair Political Practices Commission. This position is a sensitive position as designated by the CSU. A background check (including a criminal records check) must be completed satisfactorily. Failure to satisfactorily complete the background check may affect the status of candidates who apply for the position. Additionally, the person holding this position is considered a "limited reporter" under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

How to Apply
Candidates should apply by completing the CSUN on-line application utilizing http://bit.ly/HR_CSUN link and must attach a cover letter that addresses the qualifications above and a current resume, including names of three professional references. NOTE: Internal candidates should apply through the portal by accessing the View Job Openings/Apply link on the Human Resources/Employee pagelet.

Applications received through October 28, 2019, will be considered in the initial review and review will continue until position is filled.

For more detailed information on the application and hiring process, please view the link below:
http://www.csun.edu/careers/

Equal Employment Opportunity
California State University, Northridge is an Affirmative Action/Equal Opportunity Employer. We consider applicants for employment without regard to race, color, religion, national origin, age, gender, gender identity/expression, sexual orientation, genetic information, medical condition, marital status, veteran status, or disability. Reasonable accommodations will be provided for applicants with disabilities who self-disclose by contacting Recruitment Services.

(10/09/19)