

# Job Vacancy Notice

**Job Title:** Network Security Manager - (IT Senior Associate, Level 2)  
**Job ID:** 23001  
**Location:** Hostos Community College  
**Full/Part Time:** Full-Time  
**Regular/Temporary:** Regular

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## GENERAL DUTIES

IT Senior Associates perform highly complex professional work in technology. They perform development/programming, communications, technical support, and similar functions in their areas of expertise. Work may include diagnosing, evaluating, overseeing and resolving problems in highly complex projects.

IT Senior Associates have wide latitude for independent initiative and judgment, and may serve in lead roles on complex programs or projects and/or serve as a direct supervisor of a unit or group. They demonstrate mastery of technology-related discipline(s) and decision-making ability in area(s) of expertise. They serve as a resource and contribute to policies and technical standards.

This job is in CUNY's Classified Civil Service. The full description is available on our web site at <https://www.cuny.edu> (search for "Classified Civil Service Job Descriptions").

## CONTRACT TITLE

IT Senior Associate

## FLSA

Exempt

## CAMPUS SPECIFIC INFORMATION

Under the general supervision of the Director of IT Infrastructure and Operations, exercising independent initiative and judgment, the Network and Information Security Manager is responsible for:

- Day to day management of the Hostos Community College network (wired and wireless), telecom (Cisco VoIP, mobile service) and information security
- Managing Cisco Catalyst IOS and Nexus switch/routing and Palo Alto/ASA security appliance platforms
- Managing the Aruba wireless platform
- Managing daily operations and supervising a team of IT network/telecom technicians
- Coordinating communications between Hostos faculty, staff and students and the IT department including information security awareness programs
- Maintaining the cabling infrastructure in the data center and multiple IDF's across campus
- Performing the role of Project Manager when designing, developing Statements of Work, negotiating cost and managing the implementation/closeout of network/telecom related projects with internal and external constituents
- Developing and distributing information security awareness content and training for the campus community
- Assist in the planning and implementation of network upgrades to ensure an optimal and secure technology infrastructure
- Manage key aspects of the college Business Continuity/Disaster Recovery requirements pertaining to network, data, telecom and server availability
- Specifying and enforcing network security policies through management of NAC devices such as Mazu and CounterAct
- Manage the mobile/cellular device assignment, plans, support and upgrades as needed

- Communicating with CUNY Central and other campus constituents on information security awareness and breach procedures
- Performing internal information security audits and responsible for network/information security related attestations
- Maintain up-to-date documentation and procedures for network/telecom/information security related aspects of the campus infrastructure and operations
- Assisting in the configuration and management of Active Directory, Application/Database and Desktop security in support of desktop, user, and group management functions.
- Reviewing requests for new equipment and software with appropriate IT management to ensure that business requirements are met.
- Acting as the Incident Manager for major Network and Information Security incidents in and outside of working hours. Responsible for coordinating the notification and resolution processes.
- Participating in professional development and other activities as directed

### **MINIMUM QUALIFICATIONS**

1. High School Diploma, G.E.D., or equivalent
2. An equivalent of ten years of experience post-high school that can be met by one of the following: ten years of full-time work experience in a computer or technology related position; an Associate's degree plus eight years of full-time work experience in a computer or technology-related position; or a Bachelor's degree from an accredited institution plus six years of full-time work experience in a computer or technology-related position
3. Demonstrated English Language proficiency
4. A Motor Vehicle Driver's license, valid in New York State, may be required for some, but not all positions.

This title has three levels. In addition to the minimum qualifications above, To qualify for Levels 2 and 3, additional qualifications, such as education, experience, or certification relevant to the area of specialization are required.

### **OTHER QUALIFICATIONS**

The following qualifications are preferred:

- 5+ years of experience in Cisco IOS switching/routing
- 3+ years of experience in Palo Alto/ASA firewall platforms
- 3+ years of experience in Cisco CUCM VoIP call manager and contact center preferred
- Strong experience managing IP v4/v6 switched and routed VLAN's
- Experience supervising teams of 3-5 technical staff
- 5 years of experience administering Windows server and desktop environments
- Strong experience in setting up and managing IPSEC, L2L and web SSL VPN on a Palo Alto platform
- Experience with Aruba wireless infrastructure
- Experience utilizing network monitoring solutions (Counteract, Solarwinds) and network diagramming software (Visio)
- Experience with documenting information security policies and implementing NAC appliances
- Experience managing the implementation of circuits and data/voice connectivity with Fiber and Copper physical layer technologies
- Ability to create and modify processes and effectively communicate them to direct reports, colleagues and users
- Experience with VMWare and EMC SAN a plus
- Excellent oral and written communication skills
- CISSP AND/OR CCNP CERTIFICATION
- Experience with forensic cyber-security investigation tools like FTK, etc.
- Experience with SIEM tools such as SPLUNK or SolarWinds LEM
- Familiarity with mobile, desktop and web risk mitigation strategies
- Experience with cloud security solutions and configurations

### **COMPENSATION**

\$99,599

### **BENEFITS**

CUNY offers a comprehensive benefits package to employees and eligible dependents based on job title and classification. Employees are also offered pension and Tax-Deferred Savings Plans. Part-time employees must meet a weekly or semester work hour criteria to be eligible for health benefits. Health benefits are also extended to retirees who meet the eligibility criteria.

**HOW TO APPLY**

Applicants must apply online by accessing the CUNY website at [www.cuny.edu](http://www.cuny.edu) and navigate to the following links: "Employment" and "Search Job Postings"

Please attach resume, cover letter, and three professional references.

**CLOSING DATE**

Open until filled with review of applications to begin November 12, 2021

**JOB SEARCH CATEGORY**

CUNY Job Posting: Information Technology/Technical

**EQUAL EMPLOYMENT OPPORTUNITY**

CUNY encourages people with disabilities, minorities, veterans and women to apply. At CUNY, Italian Americans are also included among our protected groups. Applicants and employees will not be discriminated against on the basis of any legally protected category, including sexual orientation or gender identity. EEO/AA/Vet/Disability Employer.