



**One State Street, New York, NY 10004**  
An Equal Opportunity/Affirmative Action Employer

## **Announcement of Intention to Fill Job Vacancy**

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### Information System Security Officer, M-2

**Location: One State Street, NYC**

**Business Unit: IT**

**Negotiating Unit: Management/Confidential (M/C)**

**Please note that a change in negotiating unit may affect your salary, insurance and other benefits.**

**Salary: \$85,244 – \$107,751**

**Positions located within the New York City metropolitan area, as well as Suffolk, Nassau, Rockland, and Westchester Counties, are also eligible to receive an additional \$3,026 annual downstate adjustment**

**Occasional travel to Albany, NY office will be required.**

**Appointment Status: Permanent**

**Appointment to this position is pending Division of Budget approval to fill.**

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The Department of Financial Services (“DFS”) is seeking candidates to fill the position of Information Security Officer. The incumbent of this position will be responsible for ensuring that information security policies and procedures are established and implemented to protect the information assets of DFS. Duties of this position will include, but not be limited to, the following:

- Develop, implement and disseminate up-to-date department-wide information security policies and procedures to address issues presented by rapidly changing technology.
- Facilitate information security governance through the implementation of a hierarchical governance program, including the leadership of an information security steering committee.
- Lead a risk-based process for vendor risk management, including the assessment and treatment for risks that may result from partners, consultants and other service providers.
- Manage and maintain a security and risk management awareness training program for DFS staff, contractors, and approved system users.
- Develop and maintain a Disaster Recovery/Business Continuity Plan.
- Investigate any information security breaches, recommend required actions and report breach information to DFS executive management.

- Function as an internal consulting resource on information security issues.
- Participate on teams charged with designing new applications or making major modifications to existing systems to ensure auditability and security are considerations from the inception.
- Understand and interact with related disciplines through committees to ensure the consistent application of policies and standards across all technology projects, systems and services.
- Ensure that security programs are in compliance with relevant laws, regulations and policies.
- Review and approve all external network connections to the DFS network.

### **Appointment Method**

Candidates must meet the minimum qualifications listed below in order to be eligible for appointment.

**Non-Competitive:** Candidates must possess a bachelor's degree\* and five years of information technology experience, including three years of information security or information assurance experience.

**Substitutions:** \*Appropriate information security or information assurance experience may substitute for the bachelor's degree on a year-for-year basis; an associate's degree requires an additional two years of information technology, information security, or information assurance experience. Experience solely in information security or information assurance may substitute for the general information technology experience.

**To Apply:** Interested qualified candidates must submit a resume and letter of interest **no later than January 31, 2018** to the email address listed below. Please include **Box IT-ISO-04113** in the subject line of your email to ensure receipt of your application. **Email submissions are preferred.**

Denise Rotunda  
**Box IT-ISO-04113**  
New York State Department of Financial Services  
Office of Human Resources Management  
99 Washington Avenue, Suite 2016  
Albany, New York 12257  
Email: nce.notifications@dfs.ny.gov  
Fax: (518) 402-5071

**All candidates that apply may not be scheduled for an interview**

### **AMERICANS WITH DISABILITIES ACT: REASONABLE ACCOMMODATIONS**

Under the Americans with Disabilities Act (ADA), the Department of Financial Services is required to provide reasonable accommodation for known physical or mental limitations of an otherwise qualified applicant with a disability if an accommodation would enable the applicant to perform the essential functions of the job and the accommodation would not constitute an undue hardship on the operations of the agency.

***Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide his or her current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation. If such information has been requested from you before such time, please contact the Governor's Office of Employee Relations at (518) 474-6988 or via email at info@goer.ny.gov.***