

JOB DESCRIPTION

County of York  Maine DA Technical Services Augusta, Maine	Infrastructure Security Manager Status: Full-Time FLSA: Exempt (40 hrs. week) Salary: \$60,000 - \$90,000 Annual Union: Non-Union Reports to: MEDATS Director
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JOB SUMMARY

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

The ideal candidate will be able to assess infrastructure vulnerabilities, and ensure systems are Criminal Justice Information Systems (CJIS)/NIST compliant. They will have experience with automated monitoring of a distributed network and the hardware and software attached to the network. They will support IT infrastructure including servers, firewalls, and VPN connections. They will be able to answer the occasional end user support call and assist with configuration issues on end user computers and peripherals.

SUPERVISION RECEIVED AND EXERCISE

Works under the general supervision of the Director of MEDATS and/or designee, who provides guidance on technical matters, and who reviews completed work assignments for conformance with established rules, regulations, and state and federal laws.

There is no supervisory responsibility within this position.

ESSENTIAL DUTIES

- Maintain server environment functionality (physical and virtual) in a mixed environment of Linux and Windows servers.
- Track data and network integrity, security, hardware, software, and firmware versions across a distributed network.
- Database management and data maintenance.
- Data storage, backup, and disaster recovery management.
- Function as a key technical advisor to management, vendors, and other data processing personnel.
- Automating information systems monitoring and security vulnerability assessments.
- Implement and maintain CJIS policies and procedures for data and network protection with limited budget and tools.
- Occasional user maintenance and end user support on existing equipment (computers, printers, desktop photocopiers, label makers) applications, databases, and software.
- Conduct computer forensics investigations to identify security breaches or data loss.
- Ensure information security protocols are adhered to across all systems and applications.
- Develop, maintain, and automate Security Information and Event Management (SEIM) tools for effective network monitoring and threat detection.
- Team Collaboration – Meet regularly with the director and other co-workers to provide updates and review any issues; participate in any requested staff meetings.
- Perform all other duties assigned relevant to operation and security of the MEDATS program.

KNOWLEDGE, SKILLS & ABILITIES
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Skills

- Organizational Skills – Ability to manage multiple tasks efficiently, prioritize workload, and maintain detailed records.
- Communication Skills – Strong verbal and written communication skills to interact with clients and colleagues.
- Interpersonal Skills – Ability to build and maintain positive relationships with a diverse group of stakeholders.
- Problem-Solving Skills – Proactive approach to identifying and resolving issues that may arise in the workplace.

- Technical Skills – Deep understanding of firewalls, VPNs, IDS/IPS, and secure network architecture. Familiarity with securing cloud platforms. Expertise in securing Windows, Linux, and Unix environments.
- Knowledge of authentication protocols, role-based access control, and directory services.
- Planning and testing recovery strategies for the disaster recovery and business continuity.
- Compliance and Regulatory Knowledge.

Physical

- Candidate may be required to occasionally assist with lifting and moving computer equipment weighing up to 50 pounds.

Other Requirements

- Candidate will be required to pass a background and be willing to be fingerprinted.
- This is an in-person position, Monday to Friday.

MINIMUM EDUCATION, TRAINING & EXPERIENCE

- High School Diploma or Equivalent required.
- Valid Driver's License required.
- 3+ years' experience with automated monitoring of a distributed network and the hardware and software attached to the network.

SUBMITTAL INSTRUCTIONS

Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Interested candidates must submit a resume and/or application with qualifications to:

York County Human Resources

Attn: Linda Hutchins-Corliss

45 Kennebunk Road, Alfred, ME 04002

Or via email: lmcorliss@yorkcountymaine.gov

Physical Address: 149 Jordan Springs Road, Alfred, ME 04002

York County applications can be downloaded from: yorkcountymaine.gov/careers

Deadline: This posting will remain open until a qualified applicant is selected.

York County Government is an Equal Employment Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, gender identity, disability, or protected veteran status.