



SECURITY AND COMPLIANCE JOB FAMILY

CAREER PATH

Cybersecurity Analyst

This is a second-level security and compliance position accountable for performing a wide range of security procedures and processes necessary to ensure the safety of information systems and assets and protecting systems and data from intentional or inadvertent access or destruction. An employee in this position ensures that users understand and adhere to the necessary procedures and processes to maintain security. This position conducts and supports audits for regulatory and standards compliance and provides input into the development of security policies. This position participates in the preparation of disaster recovery plans and designs and delivers security compliance training. A Cybersecurity Analyst conducts IT data and security forensic investigations and provides advice to management on balance between business needs and data security. This position provides moderately complex technical support in a relevant field of discipline and may serve as project lead and/or provides technical direction to lower-level team members.

Knowledge, Skills, and Abilities

In addition to those identified in the previous levels within this career path:

Working knowledge of and the ability to demonstrate successful use of computer equipment and associated software/databases in the performance of duties.

Working knowledge of and the ability to demonstrate understanding of all assigned areas of security and compliance, as well as the laws, principles, and practices as they are related to implementation within the agency.

Working knowledge of and the ability to demonstrate understanding of the agency's policies, procedures, rules, and regulations in the performance of duties.

Knowledge of and the ability to demonstrate understanding and successful use of the principles and practices of project management techniques in the performance of duties.

Possess and demonstrate successful communication skills in English via all modes of communication.

Possess and demonstrate successful management and prioritization of work within predetermined deadlines and stressful/adverse situations.



SECURITY AND COMPLIANCE JOB FAMILY

CAREER PATH

Possess and demonstrate the ability to successfully work as a team member and positively interact with a variety of people, as well as work hours as assigned.

Ability to demonstrate successful performance in the training and mentoring of junior staff.

Ability to demonstrate successful performance in the research, gathering, correlating, and analyzing of facts to develop reports, charts, recommendations, and/or solutions in the performance of duties.

Ability to demonstrate successful performance and adherence to the rules of conduct for Patrol employees in accordance with General Order 26-02, as well as all other applicable agency policy and procedures.

Ability to demonstrate successful performance and adherence to policy and procedure in the care and maintenance of restricted and confidential information in the performance of duties.

Ability to work with material that may be of a sexual nature relating to criminal activity (e.g., written material, photographs, and/or verbal language, etc.)

Minimum Requirements *(The following represents the minimum qualifications used to accept applicants, provided that equivalent substitution will be permitted in case of deficiencies in either experience or education.):*

Bachelor's degree from an accredited institution and three years IT experience with emphasis in security and compliance.

Must be a United States Citizen, or a legal resident of a country participating in the Visa Waiver Program (VWP).

Necessary Special Requirements

Documented successful completion of at least 26 hours of professional skill development and leadership training each calendar year.

Pay grade: 28, 30



SECURITY AND COMPLIANCE JOB FAMILY

CAREER PATH

FLSA Status: Non-Exempt

Work Schedule: An employee in this position works an eight-hour shift as directed; however, working hours are subject to change at the discretion of the commanding authority.

Effective: 02/01/2025

Reviewed: 02/01/2025

Revised: --