TITLE: IT Security Administrator

DEPARTMENT: Information Technology

REPORTS TO: Supervisor, IT Infrastructure

BENEFITS: Medical, dental, vision, life insurance, short and long term disability insurance, paid time off package, 401k with company contribution, FSA or HSA options, educational assistance, dependent scholarship program, onsite fitness center, and much more!

General Responsibilities:
The IT Security Administrator will lead, design, implement and maintain all security efforts for Gorbel. The IT Security Administrator will work closely with all departments to gather input to support ongoing business and departmental security initiatives. The IT Security Administrator will use this input to help develop, guide, document and maintain the company's overall security plan which will support day to day business operations and the long-term security goals of the company. IT Security Administrator will also be responsible for participating in day to day security operations of the business.

Specific Duties:
- Lead efforts to continuously design, implement and maintain an overarching security response plan.
- Lead in designing, implementing and supporting security-focused tools and services.
- Collaborate effectively with all departments to help develop and implement appropriate security controls.
- Proactively monitors SIEM Systems and conducts integrated analysis of multiple logs (e.g., firewall, Web server).
- Proactively monitors security alerts via CVE and NIST and is able to articulate the risk based on the CVSS rating as well as recommend actions to the IT Infrastructure Supervisor.
- Develop a thorough understanding of current worldly events and the impact of security to business operations.
- Provide operational support for Information Security technologies, including participation in 24/7 on-call support rotation.
- Deliver security training and consulting as required.
- Participate in implementing and supporting a DevOp/DevSecOp culture.

Job Qualifications:
- Bachelor's degree in Cybersecurity, Information Security, Computer Science, Management Information Systems, Business or other degrees in related fields.
- Proficient in Microsoft O365 products.
- Excellent analytical/troubleshooting skills.
- Ability to present technical information in a way that non-technical management and staff will understand.
- System administration of Windows, Linux (Ubuntu, Red hat), FreeBSD.
- Focus on quality and attention to detail and high aptitude for troubleshooting.
- Excellent teamwork and collaboration skills.
- Excellent written and verbal communication skills.
- Highly self-motivated and self-directed.
- Strong organizational and creative problem-solving skills with the demonstrated ability to be resourceful.
- Hands-on implementation experience deploying security solutions including firewalls, intrusion detection, access controls, etc.
- Knowledge of networking protocols and hardware configuration (switches, routers, firewalls, wireless controllers, etc.).
- Network security control experience including IPSEC VPN gateways, layer 3-7 next generation firewalls, web filters, IPS, IDS, ACLs, DLP, etc.
- Encryption and certificate/key management experience.
- Recognized industry cyber security and network engineering certifications required.
- Working knowledge of at least two (2) of the following areas: Java/J2EE, JavaScript/AJAX, C#/C++/C, Perl, Python, SQL.
- Knowledge of ERP systems.

Preferred Requirements:

- Knowledge and or experience implementing/supporting NIST 800-53 - Security and Privacy Controls in a corporate environment.
- CIPP Certified and or ability to gain certification within 12 months of employment.
- Knowledge of domestic and international privacy laws (NY Shield Act, CCPA, GDPR, etc.).

Work Environment:

ADA Physical/Mental/Workplace Requirements

- Unassisted lifting up to 45 pounds
- Bending, walking, kneeling, pushing/pulling
- Wearing all PPE as required

To apply for this position, please complete an employment application and send to careers@gorbel.com.

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