Opening Date: August 28, 2013 **Closing Date:** September 11, 2013

CRIMINAL JUSTICE INFORMATION SERVICES DIVISION

MISSOURI STATE HIGHWAY PATROL

JOB OPPORTUNITY BULLETIN

TITLE: **Computer Information Technology Specialist I - Security Unit**

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DESCRIPTION: This Computer Information Technology Specialist I position is assigned to the Missouri State Highway Patrol's Criminal Justice Information Services Division. The official domicile for this position is Jefferson City, Missouri. This position is classified as partial-exempt under the Fair Labor Standards Act.

POSITION SUMMARY: This is a professional, technical, and consultative position in the support and coordination of computer information technology services and activities as related to information security. An employee in this class provides technical expertise in computer systems analysis and design; database and/or network administration; systems programming; cybersecurity; and/or other computer information technology specialties in a mainframe, midrange, and/or microcomputer environment. An employee in this class will also provide information security expertise and guidance in all areas and platforms listed above. Work is generally focused in a primary technical specialty that may cross environments. Work includes conducting feasibility and impact studies of technology direction and providing recommendations. Duties may also include implementation of recommendations, project management, and/or provision of technical consultative services. This position will also perform security related audits, testing, and evaluations of information systems. Work is performed under general supervision; however, the employee is expected to exercise independence in the performance of assigned responsibilities.

For a more detailed job description go to:
http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/HRD/Civilian/CivilianJobDescriptions/salarySchedule.html.

QUALIFICATIONS: Possess a four year degree in Information Security, Cybersecurity, Information Assurance, Information systems or related field or three years of experience in the information security, cybersecurity, or information assurance fields. Knowledge of all areas of information security is needed such as: security best practices, standards, legal requirements, privacy policy, networking, servers, end user support, databases, web and application development, and the concepts vital to ensuring confidentiality, integrity and availability of protected data and systems.

Current Certification as a CISA and/or work experience in the fields of information security or information technology is highly desired.

SALARY RANGE (Semi-monthly): The minimum starting salary is $1,954.50 semi-monthly; however salary may be commensurate with applicable experience and education.

APPLICATION PROCEDURE: Individuals interested in this Computer Information Technology Specialist I position must submit the Patrol's on-line application prior to the application deadline of September 11, 2013. Resumes will not be accepted in lieu of the application. Please visit our website at www.mshp.dps.mo.gov to complete an on-line Application for Civilian Employment (ACE). Individuals who have previously completed an application must access their profile in the ACE system to re-apply.

Current employees who meet the minimum qualifications set forth in the attached job description may apply through the Human Resources Division by submitting an intradepartmental letter of application (SHP-15) and resume through channels prior to the application deadline.

Interview boards are tentatively scheduled for the week of September 16, 2013. The tentative start date for this position is within 30 days of the interview.

Some Patrol duties relate to criminal activity. Therefore, employees may be exposed to written material, photographs, and/or verbal language of a sexual nature. The requirements of this position are not intended to create a hostile work environment; however, it is work of an extremely sensitive nature. A copy of the Missouri State Highway Patrol policy on sexual harassment is available upon request.

NOTE: Final selection may be based upon several factors, e.g., results of an oral interview, written examination or exercise, review of past work performance, performance evaluations, and/or candidate's possession of the knowledge, skills, and abilities deemed necessary for successful performance in the job.

Once a job offer has been made, employment with the Missouri State Highway Patrol is contingent upon the successful results of a Patrol administered drug test and favorable background investigation.

EEO STATEMENT: The Missouri State Highway Patrol is an equal opportunity employer. All qualified applicants will be considered for employment without regard to race, color, religion, sex, age, national origin, veteran status, ancestry, sexual orientation, or disability.

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