

UNITED STATES COURTS FIFTH JUDICIAL CIRCUIT



Position Title:	IT Security Officer (ISO), Announcement 15-1
Location:	Circuit Executive's Office, Fifth Circuit. Duty Station in New Orleans, Louisiana
Salary Range/Grade:	CL 29 (\$66,093 - \$107,465), depending on experience and qualifications.
Closing Date:	Deadline to apply is November 21, 2014. The court reserves the right to withdraw the job announcement, fill the position sooner than the closing date, or to extend the closing date, any of which actions may occur without any prior written or other notice.

Overview

The IT Security Officer (“ISO”) performs professional work related to the management of IT security policies, planning, development, implementation, training, and support for all courts within the Fifth Circuit, which comprises all federal courts in Texas, Louisiana, and Mississippi. The position is located in an office setting providing support to the Circuit Executive, Assistant Circuit Executive for IT, Fifth Circuit courts, and Fifth Circuit Judicial Council on all matters regarding IT security strategy, and implementation of IT security protocols, policies, and procedures.

The ISO serves as the primary IT security liaison with local court IT committees, judges, court unit executives, and local court IT staff on matters regarding IT security procedures and safeguards. The incumbent provides direct support and assistance to all courts within the Fifth Circuit on IT security-related matters, including providing IT security guidance, and coordinating/conducting IT security assessments and training, as requested. The ISO collaborates with the U.S. Courts’ national IT Security Office to assist with the creation and implementation of national security policies and the promotion of the Judiciary Information Technology Security Program while also working with all court units within the circuit to establish and raise the security baseline of the Federal Judiciary. The incumbent serves with the Assistant Circuit Executive for IT as the liaison to the Administrative Office of the United States Courts on matters regarding IT security.

Qualifications and Requirements

At least 3 years of professional IT security experience, a strong understanding of IT security best practices, and demonstrated ability to analyze, design, and implement security policies and procedures. Expert, in-depth knowledge of computer hardware, software, networks, and theories, principles, practices, and techniques of data communications and network management, traffic, and security. Bachelor's degree, preferably in Computer Science or Business Administration. CISSP, CISM, or equivalent certification strongly desired. Excellent written and oral communication, presentation, organizational, and interpersonal skills, and the ability to work in a team-oriented environment. Occasional travel within and outside the Fifth Circuit.

Due to the extensive written communication required for the position, a writing test will be administered to selected candidates.

Additional Information

- Only qualified applicants who submit complete applications by the closing date will be considered for this position.
- Applicants must be United States citizens or [eligible to work in the federal court system](#).
- The court provides reasonable accommodations to applicants with disabilities.
- The selected applicant must provide educational transcripts.
- The selected candidate must successfully complete a ten-year background investigation, including fingerprint and records check.
- All employees of the Judiciary are “at will” employees in the excepted service.
- The position is subject to mandatory electronic funds transfer for payment of salary.

Benefits

The [fringe benefits](#) offered to employees of the United States Courts include:

- 13 days paid annual leave per year for the first three years of service.
- 20 days paid annual leave per year after three years of service.
- 26 days paid annual leave per year after 15 years of service.
- 13 days paid sick leave accrued per year.
- 10 paid holidays per year, plus Mardi Gras day.
- Choice of medical, dental, and vision coverage from a wide variety of plans.
- Life, long-term disability, and long-term care insurance options.
- Participation in the Federal Employees Retirement System.
- Participation in the Thrift Savings Plan (similar to 401k, with matching \$).
- Pre-tax flexible spending accounts (medical and dependent care).
- Transit/Parking subsidy (subject to the availability of funds).

Application Procedure

Qualified applicants submit a cover letter, resume, writing sample, and salary history to:

Robert A. Pons
Assistant Circuit Executive for IT
U.S. Courts, Fifth Circuit
600 Camp Street, Room 116
New Orleans, Louisiana 70130

or via email (PDF only) to: vacancy@ca5.uscourts.gov

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