

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

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Austin, Texas 78711-3087
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Internet: www.tceq.texas.gov

State Title: **Systems Analyst V**
Functional Title:
Job Posting: **16282**
Monthly Salary: \$4917.00 - \$6519.22
Salary Group: B24
Posting Date: 06/08/2016
Close Date: 06/22/2016
Section/Division: Information Resources Administration/ Information Resources Division
Work Location: 12100 Park 35 Circle, Austin, TX 78753
Openings: One(1)
Position #(s): 0990

Job Description:

Assists in coordinating the protection and security of the agency's information resources, as well as business continuity and disaster recovery planning and research for the Texas Commission on Environmental Quality (TCEQ), ensuring the security of information resources assets against unauthorized or accidental modification, destruction, or disclosure. Assists in developing, implementing, coordinating, and evaluating information security programs, which includes providing technical assistance in security monitoring of networks, operating systems, and production databases; and assuring compliance with established agency, state, and federal regulations and best information security practices. Assists with risk assessment activities and evaluates information technology (IT) systems risk assessment findings with other IT technical staff to evaluate security threats affecting existing information resources and/or systems being developed or acquired, and determines appropriate controls. Issues exceptions to information security requirements or controls when justified in the risk assessment process, and with concurrence of appropriate TCEQ management. Participates in computer forensics activities to diagnose and respond to information systems security breaches. Provides on-going information security awareness and training for agency staff as mandated by state law. Assists in developing, implementing, coordinating, and evaluating business continuity, continuity of operations, crisis management, and disaster recovery strategies, plans, and procedures. Assists in the coordination and review of planning proposals and the preparation of applications to other entities for planning assistance. Assists in coordinating the review and evaluation of risk assessment, business impact analysis plans and planning proposals, and materials from local and regional agencies. Ensures compliance with established agency, state, and federal regulations, guidelines, and best professional practices. Monitors participation in business continuity plans and programs, and provides assistance to agency officials in matters related to the plans and programs. Assists in communicating and coordinating assigned activities, information security, and operations continuity program issues to appropriate TCEQ management, committees, and the agency Information Resources Manager (IRM). Serves as liaison with other TCEQ offices, divisions, and programs, as well as with federal, state, and local agencies to coordinate security and continuity activities, plans, and services. Advises agency officials on planning problems and technical phases of comprehensive planning projects. Remains abreast of new and emerging issues related to IT, risk assessment, information security, and continuity issues/practices, which involves attending training and professional conferences and events, etc.

Military Occupational Specialty (MOS) Codes:

25B, 53A, 181X-RL, 182X-RL, 642X-LDO, 26, 030, C4I11, ISM, 0171, and 8858

Minimum Qualifications:

Six years of full-time experience in systems administration, business process analysis and modeling, application development or system and application design.

OR A master's degree from an accredited college or university (COPY OF OFFICIAL TRANSCRIPT REQUIRED WITH APPLICATION), or technical college with a major in computer science, computer information systems, management information systems, mathematics or a related field plus three years of the required experience.

OR A bachelor's degree from an accredited college or university (COPY OF OFFICIAL TRANSCRIPT REQUIRED WITH APPLICATION), or technical college with a major in computer science, computer information systems, management information systems, mathematics or a related field plus four years of the required experience.

OR Completion of 18 semester hours (27 quarter hours) in computer science, computer information systems, management information systems, mathematics or a related field (COPY OF OFFICIAL TRANSCRIPT REQUIRED WITH APPLICATION) plus five years of the required experience.

Special Requirements:

Moving up to 5 pounds of printed materials.

Traveling up to 5% of the time.

Condition of Employment:

TCEQ will verify Selective Service registration for males born on or after January 1, 1960. If exempt from Selective Service registration selected candidate must provide proof of exemption on first day of employment. Offers of employment are contingent on the candidate having legal authorization to work for the TCEQ. TCEQ will conduct a criminal history records search on candidates selected for posted vacancies. Only applicants who are interviewed will receive written non-selection notification.

Submit a standard State of Texas application for **each job posting** to the Texas Commission on Environmental Quality, Human Resources & Staff Services (HRSS) office by 5:00 p.m. on the closing date. A signed emailed copy is acceptable. In compliance with ADA, if you need any special accommodations during the employment process, please contact HRSS for assistance.

Texas Commission on Environmental Quality is an Equal Opportunity Employer